LITTLE EGBERT
Joint Powers Agency

AGENDA

Meeting of the Little Egbert Joint Powers Agency Board of Directors

Monday, April 4th, 2021
8:30 am

NOTICE TO THE PUBLIC

MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF A DECLARED STATE OF EMERGENCY

In Compliance with Government Code section 54953(e) added by Assembly Bill 361, members of the Board of Trustees and members of the public will participate in this meeting by teleconference. The video conferencing and call-in information for the Board of Directors and the public is as follows:

Meeting Link (via Microsoft Teams):
Click here to join the meeting
Call in:
1-469-294-4078
Meeting number/access code: 715 239 975#

Any member of the public appearing virtually may speak during Public Comment. The Board of Directors anticipates conducting all meetings in this manner until further notice. During this period of modified Brown Act Requirements, the Little Egbert Joint Powers Agency will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility.

1. **Call to Order**
2. **Roll Call and Opening Remarks**
3. **Modified Brown Act** (Action Item)
    a. Approve resolution 2022-4 proclaiming a local emergency persists, re-ratifying the COVID-19 state of emergency, and re-authorizing remote teleconference meetings.
    Enclosure 1: Agenda Item 3.a – Resolution 2022-4
4. **Public Comment** (New Business)

    This is an opportunity for members of the public to directly address the Board on subject matter not on the agenda within the jurisdiction of the Board.

5. **Agenda Approval**
6. **Consent Items** (Action Item)
    a. Approval of Meeting Minutes
        1. March 7th, 2021

        Enclosure 2: Agenda Item 6.a.1 – Meeting Minutes
7. **Board Items** (Action item unless otherwise noted)
    a. Approve Amendment No. 1 to the Westervelt Ecological Services, Inc. contract and authorize the Executive Director to sign the amendment.

    Enclosure 3: Agenda Item 7.a – Amendment to WES Contract

    b. Election of officers pursuant to section 4.08 of the LEJPA Joint Exercise of Powers Agreement through December 2022.
8. **Financial Management** (Informational/Action Item)
    a. Invoicing (Informational)
    Enclosure 4: Agenda Item 8.a – March Financial Manager's Report

    b. Independent Auditor RFP
    Enclosure 5: Agenda Item 8.b – Request for Proposals for Independent Auditor
9. **Other Reports (Information Only)**
    a. Executive Director's Report
    b. Counsel Report
    c. Director Report(s)
10. **Adjourn**
    a. The next meeting of the Board is scheduled for May 2nd at 8:30am.

- Any documents related to agenda items that are made available to the Board before the meeting will be available for review by the public by contacting info@lejpa.org.
- If you need reasonable accommodation due to a disability, please contact info@lejpa.org at least 48 hours in advance of the meeting. This contact information may also be used for any questions you may have.
- Public comments are generally limited to three (3) minutes but may be more or less at the discretion of the Board.
- The Board may consider the agenda items listed above in a different order at the meeting, pursuant to the determination of the Board Chair. All items appearing on this agenda, whether or not listed expressly for action, may be deliberated upon and subject to action at the discretion of the Board.

ENCLOSURE 1

AGENDA ITEM 3.a

LITTLE EGBERT JOING POWERS AGENCY

RESOLUTION NO. 2022-4

PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE COVID-19 STATE OF EMERGENCY, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF LITTLE EGBERT JOINT POWERS AGENCY PURSUANT TO THE RALPH M. BROWN ACT.

WHEREAS, the LITTLE EGBERT JOINT POWERS AGNECY (Agency) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Little Egbert Joint Powers Agency are open and public, as required by the Ralph M. Brown Act (Gov. Code, §§ 54950 – 54963) ("Brown Act"), so that any member of the public may attend, participate, and watch the Agency's legislative body conduct its business; and

WHEREAS, Assembly Bill 361 added Government Code section 54953(e) to make provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, number 2022-1 on January 31, 2022, finding that the requisite conditions exist for the Agency to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in Section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the Agency, and the Board of Directors has done so; and

WHEREAS, such conditions persist in the Agency, specifically, the March 4, 2020 State of Emergency Proclamation remains active in California due to the threat of COVID-19; and

WHEREAS, the Board of Directors does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus has caused, and will continue to cause, conditions of peril to the safety of persons within the Agency that are likely to be beyond the control of services, personnel, equipment, and facilities of the Agency; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the Agency shall continue to conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that the Board shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, all meeting agendas, meeting dates, times, and manner in which the public may participate in the public meetings of the Agency and offer public comment by telephone or internet-based service options including video conference will continue to be posted on the Agency website and physically outside of the Agency office.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE LITTLE EGBERT JOINT POWERS AGENCY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Exists. The Board has reconsidered the conditions of the state of emergency and proclaims that a local emergency persists throughout the Agency because the high risk of transmissibility of COVID-19 continues to pose an imminent risk to the safety of persons in the Agency.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. Agency staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) May 4, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Agency may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the LITTLE EGBERT JOINT POWERS AGENCY, this _____ day of April 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ENCLOSURE 2

AGENDA ITEM 6.a.1

LITTLE EGBERT
Joint Powers Agency

MINUTES

Meeting of the Little Egbert Joint Powers Agency Board of Directors

Monday, March 7th, 2022
8:30 am

NOTICE TO THE PUBLIC

MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF A DECLARED STATE OF EMERGENCY

In Compliance with Government Code section 54953(e) added by Assembly Bill 361, members of the Board of Trustees and members of the public will participate in this meeting by teleconference. The video conferencing and call-in information for the Board of Directors and the public is as follows:

Meeting Link (via Microsoft Teams):
Click here to join the meeting
Call in:
1-469-294-4078
Meeting number/access code: 715 239 975#

Any member of the public appearing virtually may speak during Public Comment. The Board of Directors anticipates conducting all meetings in this manner until further notice. During this period of modified Brown Act Requirements, the Little Egbert Joint Powers Agency will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility.

1. **Call to Order**

   Chairman Harris presided and called the meeting to order at 8:30am.

2. **Roll Call and Opening Remarks**

   Directors Present: Richard Harris, Chair

   Bob Wagner

3. **Modified Brown Act** (Action Item)

   a. Consider resolution 2022-3 proclaiming a local emergency persists, re-ratifying the COVID-19 state of emergency, and re-authorizing remote teleconference meetings.
   Enclosure 1: Agenda Item 3.a – Resolution 2022-3

Director Wagner moved to approve Resolution 2022-3.

Director Harris seconded and it passed by unanimous vote.

AYES: Harris, Wagner

NOES: (None)

ABSTAIN: (None)

RECUSE: (None)

4. **Public Comment** (New Business)

   There was no public comment.

5. **Agenda Approval**

   Director Wagner moved to approve the agenda.

   Director Harris seconded and it passed by unanimous vote.

   AYES: Harris, Wagner

   NOES: (None)

   ABSTAIN: (None)

   RECUSE: (None)

6. **Consent Items** (Action Item)

   a. Approval of Meeting Minutes

      1. February 7th, 2021

         Enclosure 2: Agenda Item 6.a.1 – Meeting Minutes

   Director Wagner moved to approve the consent items.

   Director Harris seconded and it passed by unanimous vote.

   AYES: Harris, Wagner

   NOES: (None)

   ABSTAIN: (None)

   RECUSE: (None)

7. **Board Items** (Action item unless otherwise noted)

   a. Approve an amendment of the California Natural Resources Agency grant agreement and authorize the Executive Director to sign the amendment.

      Enclosure 3: Agenda Item 7.a – Amendment to Grant Agreement H90414-0

Assistant Secretary Baker presented on the planned technical work to be completed under the grant amendment. The presentation is attached.

Director Wagner moved to approve the amendment of the California Natural Resources Agency grant agreement and authorize Executive Director Nagy to sign the amendment.

Director Harris seconded and it passed by unanimous vote.

AYES: Harris, Wagner

NOES: (None)

ABSTAIN: (None)

RECUSE: (None)

b. Presentation on the Little Egbert Multi-Benefit Project technical progress (Informational).

Mr. Greg Webber of Westervelt Ecological Services presented on technical progress made to date on the Little Egbert Multi-Benefit Project. The presentation is attached.

8. Financial Management (Informational/Action Item)

a. Invoicing (Informational)

Enclosure 4: Agenda Item 8.a – February Financial Manager's Report

Financial Manager Larsen provided an overview of Agency finances. The Board requested staff bring suggestions for a consultant to provide auditing services to the next Board meeting.

9. Other Reports (Information Only)

a. Executive Director's Report
Executive Director Nagy gave an update on staff engagement. On February 10th he attended a meeting of the Solano Airport Land Use Commission (ALUC). The ALUC is reacting to the increasing number of habitat projects in the Cache Slough Complex and around Solano County Airports. The technical team is currently working towards completion of wildlife surveys to establish pre-Project conditions.
Staff met with Solano County Water Agency (SCWA) representatives including General Manager Roland Sanford, Thomas Pate, and Alex Rabidoux, to discuss respective project updates. Staff will continue to meet with SCWA regularly to keep them in the loop and understand the work they are advancing.

b. Counsel Report
The Governor's State of Emergency may be lifted soon. In that case, meetings will have to be conducted in-person.

c. Director Report(s)

Wagner: RD 536 conditionally approved the encroachment permit to RD 2084 so that geotechnical investigations can continue. The permit should be approved at the next meeting.

10. Adjourn

a. The next meeting of the Board is scheduled for April 4th at 8:30am.

Director Wagner moved to adjourn the meeting.

Director Harris seconded and it passed by unanimous vote.

AYES: Harris, Wagner

NOES: (None)

ABSTAIN: (None)

RECUSE: (None)

The meeting was adjourned at 9:39am.

- Any documents related to agenda items that are made available to the Board before the meeting will be available for review by the public by contacting info@lejpa.org.
- If you need reasonable accommodation due to a disability, please contact info@lejpa.org at least 48 hours in advance of the meeting. This contact information may also be used for any questions you may have.
- Public comments are generally limited to three (3) minutes but may be more or less at the discretion of the Board.
- The Board may consider the agenda items listed above in a different order at the meeting, pursuant to the determination of the Board Chair. All items appearing on this agenda, whether or not listed expressly for action, may be deliberated upon and subject to action at the discretion of the Board.

CNRA Grant Agreement

Little Egbert Planning and Preliminary Design

March 7th, 2022

LITTLE EGBERT
Joint Powers Agency

Scope of Work

- Period of Performance: April 2021through June 2023
- Element 1: Continued Planning and Coordination
- Element 2: Assessment and Data Collection
  - Final Geotechnical Investigations and Reporting
  - Hydrology and Hydraulics
    - Site-Specific model to support tidal flow regime
    - Water quality modeling including hydrodynamics and salinity
  - Expanded Biological and Cultural Resources Evaluations
    - Phase 1 Environmental Assessments
  - Conceptual Design and Surveying
    - Finalize Base Map and Existing Conditions

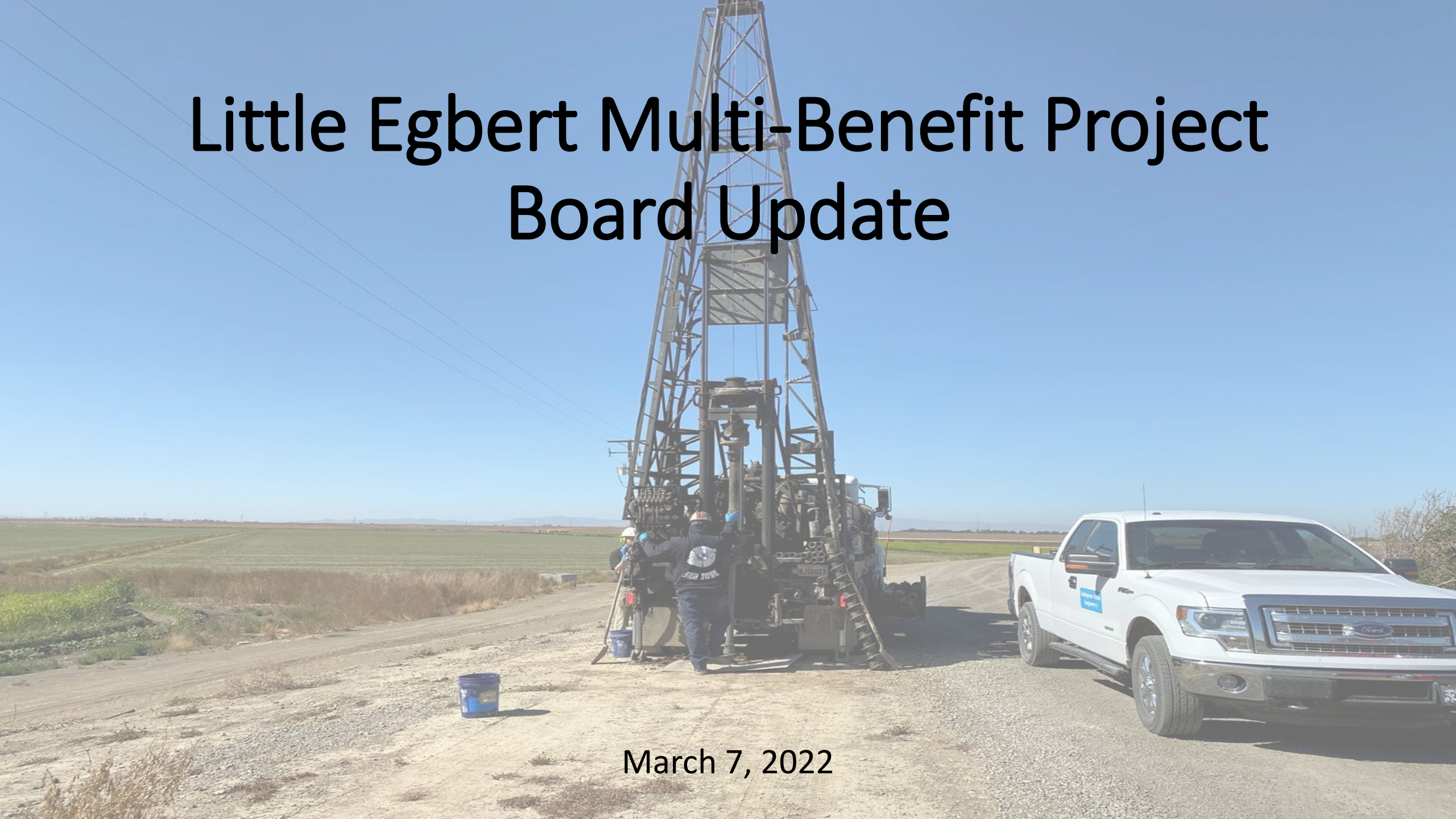
Scope of Work

- Element 3: Grant Summary Report and Feasibility Study
  - Summary of all activities completed through the grant
  - DWR Framework Feasibility Study
    - Introduction
    - Identify Problems and Opportunities
    - Inventory of Existing Conditions and Forecast Conditions
    - Alternative Formulation
    - Develop Screening Criteria
    - Evaluation and Comparison of Alternatives and Selection of Preferred Alternative
    - Operations, Maintenance, Repair, Replacement, and Rehabilitation (OMRR&R)
    - Real Estate
    - Project Financing
    - Project Cost Estimate
    - Environmental Compliance and Permitting
    - Public Outreach, Communication and Engagement
    - Project Management Plan

Scope of Work

- Element 4: Project Management
- Element 5: Draft Scope, Schedule, and Budget
  - Scope, schedule, and budget will be developed for all disciplines including, but not limited to:
    - Geotechnical Engineering
    - Habitat Design
    - Civil Design (Including Utility Relocations)
    - Hydrology and Hydraulics
    - Environmental Compliance
    - Real Estate
    - OMRR&R and associated costs

Little Egbert Multi-Benefit Project
Board Update



March 7, 2022

Feasibility Study Development

- Ongoing coordination with LEJPA Executive Director and team
- Development of CNRA amendment scope
- Little Egbert Multi-Benefit Project Design Team Coordination meets 1st and 3rd Tuesdays each month. Current focus includes:
  - Refining project objectives and constraints
  - Status of ongoing technical work/information sharing

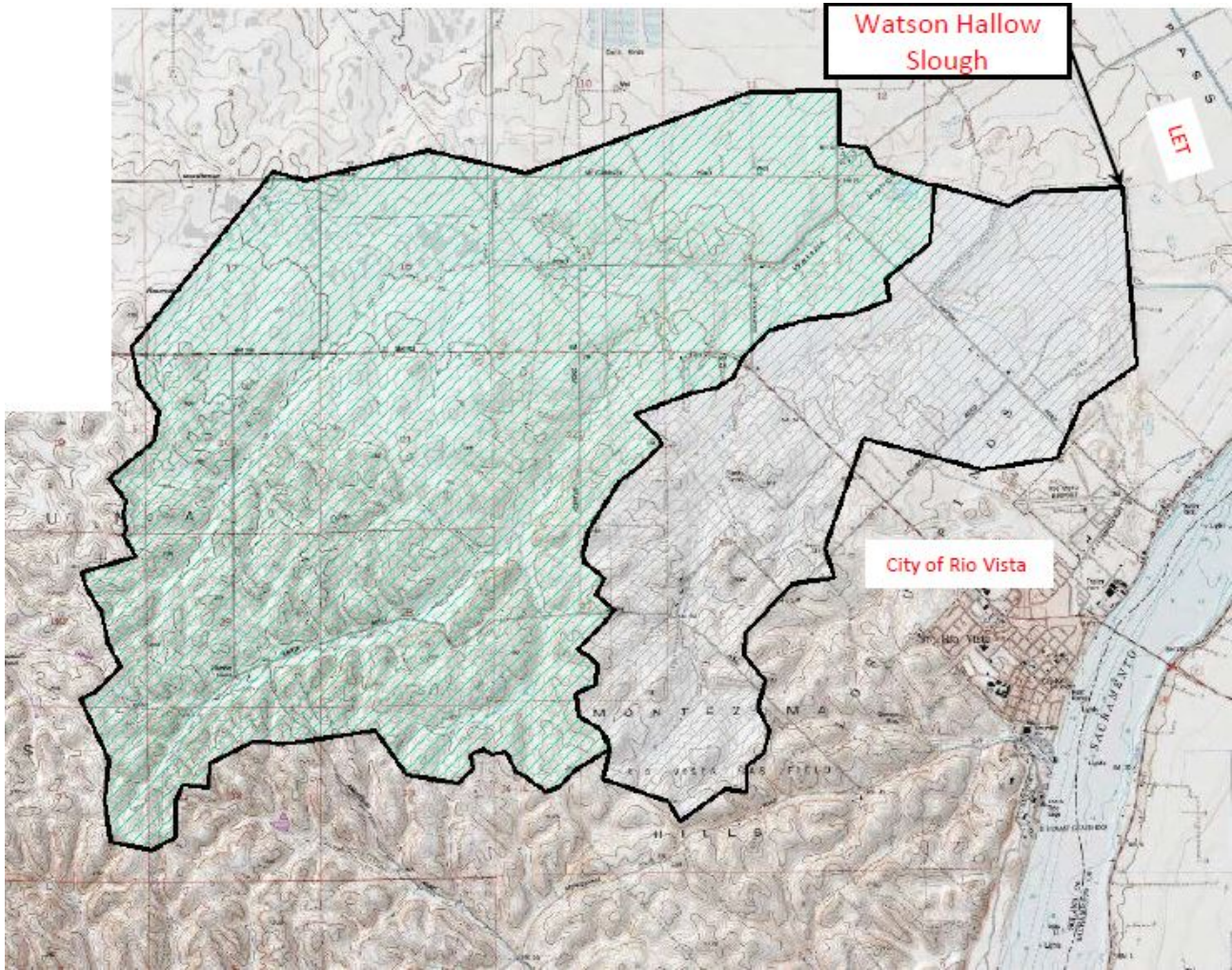
Geotechnical Explorations

- Hultgren-Tillis completed site exploration plan, including site reconnaissance.
- Phase 1 of Borings and CPTs on RD 2084 lands completed in 2021.
- Completed Phase 1 Draft Geotechnical Data report.
- Developed typical subsurface cross sections.
- Phase 2 to kick off in spring as site conditions allow.
- Draft Phase 1 Geotechnical Design report under internal team review.

2021 Boring Locations

Hydrology and Hydraulics Evaluations

- Completed preliminary riverine hydraulic model
- Prescreen breach and bypass options.
- Developed design water surface elevations.
- Modeled hydraulic impact of potential alternatives
- Completed preliminary drainage analysis of Watson Hollow Slough.
- Draft H&H report under internal team review.

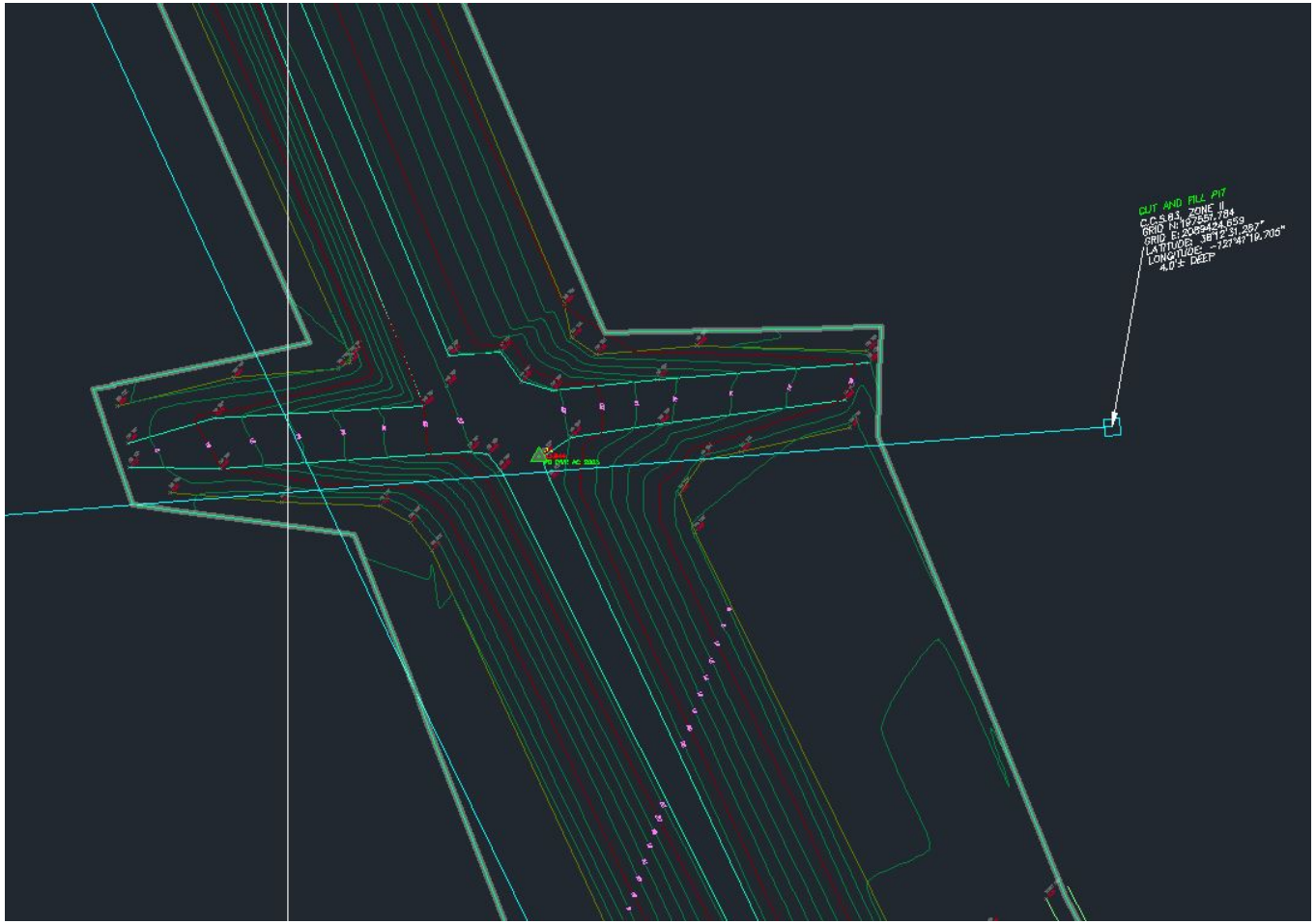


Supplemental Biological and Cultural Evaluations

- Permitting and environmental document strategy plan under internal review.
- Monthly observational wildlife surveys have been scheduled to occur through March 2022.
- Field cameras installed to record wildlife activity between site visits.

Civil Engineering and Surveying

- Completed preliminary topographic surveys of RD 536 and RD 2084 levees.
- Draft Basis of Conceptual Design draft is in progress.
- Developed typical levee remediation measures.
- Preliminary levee design is in progress.



Questions / Discussion

ENCLOSURE 3

AGENDA ITEM 7.a

March 31, 2022

Little Egbert Joint Powers Agency
Mr. Eric Nagy, Executive Director
2450 Venture Oaks Way, Suite 240
Sacramento, CA 95833

RE: Amendment No. 1 to the *Consultant Services Master Agreement with Westervelt Ecological Services for Project Planning and Preliminary Design Services* in support of the Little Egbert Multi-Benefit Project.

Dear Mr. Nagy:

Westervelt Ecological Services (WES) appreciates the opportunity to submit the enclosed Amendment to Task Order No.1 (TO1) for continued project planning and preliminary design to the Little Egbert Joint Powers Agency (LEJPA) on the Little Egbert Multi-Benefit Project (LEMBP).

The original contract between WES and LEJPA expired on April 23, 2022. This Amendment No. 1 (AN1) adjusts the deliverables outlined in TO1 and extends the contract to June 30, 2023. AN1 work includes additional geotechnical investigations, hydrology and hydraulic investigations, and biological investigations. The implementation plan has been replaced with a feasibility study (FS) (see outline in **Attachment A**). The FS will evaluate an array of options and select alternatives, including 'No Action' alternative. The FS work is intended to select preferred or reasonable alternatives that then would be advanced in a future in-depth phase of work for CEQA analysis and design development. As additional technical studies are being contracted separately by CA Department of Water Resources (DWR) for the LEMBP, AN1 includes WES team coordination with the DWR team with project analysis and incorporation of data into the FS. The projected budget to provide the AN1 services outlined in the attached scope of work is **$2,018,700**. All other scope provisions remain the same. The updated project budget (TO1+AN1) for the WES Team is shown in **Attachment B**.

To complete AN1, WES proposes to add two additional sub-consultants to the team: Helm Biological Consulting (HBC) for invertebrate biological services and Point Co. for photogrammetric survey. At this conceptual design stage, HBC will be providing assessment and mapping of critical biological resources for large brachiopods as a supplement to work completed by WES prior to initiation of TO1 (see supplemental scope to Task 3). Point Co will be assisting in preparing a final base map for the site under the direction of the project surveyor (see supplemental scope to Task 4). A statement of qualification for HBC and Point Co are attached as **Appendix A & B**, respectively.

We look forward to continuing to support LEJPA in its mission to evaluate the LEMBP. If you agree with this proposal, please provide written authorization to proceed with this service as AN1 to TO1 to the *Consultant Services Master Agreement with Westervelt Ecological Services for Project Planning and Preliminary Design Services*. Please do not hesitate to contact our technical lead Greg Webber directly at (209) 481-0339 if you have any questions.

Sincerely,

Hal Holland
Western Regional Director
Westervelt Ecological Services

Table of Contents

LIST OF ATTACHMENTS

LIST OF APPENDICES

BACKGROUND

Task Order No. 1, originally scoped to run from April 23, 2021 to April 22, 2022, outlined tasks needed to advance LEMBP. Deliverables generally included geotechnical investigations, hydrology / hydraulic analyses, biological surveys, conceptual design, and an Implementation Plan. Many of the elements included in TO1 are being continued in Amendment No. 1 (AN1), while others, including the Implementation Plan, are being transitioned to new work. This new work in AN1 will add in a Feasibility Study to expand alternatives to evaluate. AN1 extended the contract end date to June 30, 2023.

The WES Team anticipates that further amendments to this Task Order, future Task Orders, or State funding from other sources, will be needed to complete environmental evaluations, design plan development, project permitting and planning efforts in order to complete the required technical documentation for project implementation.

The anticipated budget for AN1 is two million, eighteen thousand and seven hundred dollars (**$2,018,700**) bringing the total Task Order No.1 contract amount to **$4,018,700**. To the extent possible, WES will work with LEJPA to leverage existing technical products to reduce costs. The detailed breakdown of AN1 scope of work (SOW), updated budget (TO1+AN1), Attachments and Appendices with supporting documentation is included below.

AMENDED SCOPE OF WORK AND BUDGET

This proposal includes an estimated level of effort and the associated supplemental budget anticipated as necessary to provide support to LEJPA for the LEMBP. It attempts to anticipate the needs of LEJPA for the term of the agreement and may require future refinement based on changes in program or regulatory requirements or based on a desired change in strategic direction. If additional work is required, WES will notify LEJPA of the change and seek to negotiate a contract amendment based on a revised SOW and budget.

The term associated with this proposal is 26 months from April 23, 2021 to June 30, 2023. This term may be extended as needed through a contract modification mutually agreed to in writing by both parties. The SOW outlines the anticipated project implementation support services for the following seven tasks:

- **Task 1** - Geotechnical Evaluations
- **Task 2** – Hydrology and Hydraulic Evaluations
- **Task 3** – Biological and Cultural Evaluations
- **Task 4** – Conceptual Design & Surveying
- **Task 5** – Grant Summary Report
- **Task 6** – Feasibility Study
- **Task 7** – Scope, Schedule and Budget Planning

WES Team costs for project management are included in resource area tasks as they are attributable directly to completion of those tasks.

Task 1: Geotechnical Evaluations

Work will continue with the scope outlined in TO1 by expanding geotechnical investigations to the remaining areas needed to complete geotechnical investigations. Work will provide information that will support evaluations in the FS. Phase 2 investigation SOW is detailed in **Appendix C**. Work will continue with task coordination, planning and document review.

Deliverables for **Task 1** to include electronic copies of the following:

- Phase 2 Draft Geotechnical Report
- Phase 2 Final Geotechnical Report

Task 2: Hydrology and Hydraulics (H&H) Evaluations

Work will continue with the scope outlined in TO1 by completing H&H evaluations, including flood and tidal hydrology and water quality modeling, necessary for the FS. The SOWs are detailed in **Appendices D & E**. Work will continue with task coordination, planning and document review.

Deliverables for **Task 2** to include electronic copies of the following:

- Final Draft Technical Report Documenting H&H Analysis for Feasibility Design.
- Final Technical Report Documenting H&H Analysis for Feasibility Design.
- Draft Summary Report of Salinity Effects Model Findings.
- Final Summary Report of Salinity Effects Model Findings.

Task 3: Supplemental Biological and Cultural Evaluations

Work will continue with the scope outlined in TO1 by providing supplemental cultural and biological studies to support the FS. Both of these supplemental studies will support work completed before TO1. Work will continue with task coordination, planning and document review. Cultural resources evaluations will be located at the area around the Baldwin Property and the biological survey on the southwestern portion of the project area. Work will continue with task coordination, planning and document review. The SOWs are detailed in **Appendices F & G**.

Deliverables for **Task 3** to include electronic copies of the following:

- Draft Cultural Resource Evaluation Supplement for the Baldwin Property
- Final Cultural Resource Evaluation Supplement for the Baldwin Property
- Draft Branchiopod Survey for the Powell Property
- Final Branchiopod Survey for the Powell Property

Task 4: Conceptual Design & Surveying

Detailed conceptual design work under **Task 4** will continue in the AN1, focusing on alternatives to be analyzed in the Feasibility Study under **Task 6**. Design team analysis determined existing site data (preliminary ALTA surveys and LiDAR) to be insufficient for the design development needs. The additional survey work is to develop a consolidated base map of the entire project work area through collecting ground survey and photogrammetry services. Specifically, the work will include:

- Land surveys of levees within the work areas
- Oversight for base map production, establish control point network, and identify easements to be abandoned
- Compilation of mapping data, including survey boundaries, above ground structures, below ground structures, bathymetry of Watson Hollow Slough and ditches, and extent of substantial, non-agricultural vegetation coverage
- Developing topographical model of the interior lands using aerial before TO1

Work will continue with task coordination, planning and document review. The SOWs for the survey work are detailed in **Appendices H & B.**

Deliverables for ***Task 4*** to include electronic copies of the following:

- Formatted plan sets (at full-size 22x34 and half-size 11x17)
- Updated electronic base map files in .dwg and .xml file formats
- Draft Survey Report

Task 5: Grant Summary Report

Task 5 is not affected by this amendment and will be completed at the end of the new AN1 period of performance. Deliverables remain the same.

Task 6: Feasibility Study

Task 6 eliminates the Implementation Plan as a deliverable. WES will support LEJPA in development of a supplemental Feasibility Study (FS) intended to provide details about project alternatives and determine which alternatives are the best in terms of successfully accomplishing the stated project goals and objectives. The FS will build from the previously completed concept feasibility study (SAFCA 2018) and incorporate the technical study assessments and data collection efforts scoped in TO1 and AN1. These

efforts will provide options and inform the refinement of concept-level alternatives, including an update of the opinion of probable costs (OPC) estimates. As part of the FS, the team will formulate, develop, evaluate, and present five (5) action and one (1) no action alternates to be screened. Technical studies prepared for LEMBP in this scope and by DWR are assumed to be appendices to the FS. Summary or key results from the technical studies will be added in to the FS. Work will include task coordination, planning and document review. General activities for **Task 6** include:

- Summary of existing risks and opportunities – local and regional
- Assessment of the viability and associated cost implications to accelerate delivery of a portion of the project site
- Identification of key milestones for payment under future funding agreements
- Refined project schedule and cost estimates and comparisons
- Summary of conceptual-level alternatives considered during preliminary planning process
- One team meeting to evaluation options to create five alternatives for analyses
- One team meeting to screen the developed alternatives

The FS will follow the DWR Guidance for Development of a State-Led Feasibility Study (2014). The FS outline developed for AN1 is presented in **Attachment A**.

Deliverables for **Task 6** to include electronic copies of the following:

- Draft copy of the supplemental Feasibility Study
- Draft Final copy of the supplemental Feasibility Study
- Final copy of the supplemental Feasibility Study

Task 7: Scope, Schedule and Budget Planning

The WES Team will develop a draft of 'next steps' for the LEMBP to scope-out the required work from post FS, through the CEQA analysis, project permitting and compliance, and design development of construction documents. The draft scope, schedule and budget for the future planning and design work will go through bid document preparation, but does not include bidding or contractor pre-qualification review. Work will include task coordination, planning and document review.

Deliverables for **Task 7** to include electronic copies of the following:

- Draft copy of the anticipated Future Scope of Work

1. Introduction
   - 1.1. Project Setting
   - 1.2. Project Background/History
     Brief overview of project from inception – key points. Touch on history of outreach to date, as well as funding sources (BCR allocations, grant funding, RD2084 funding). Project inception. Previous feasibility study. Things that have happened since the feasibility study.
   - 1.3. Project Description
     - 1.3.1. Purpose and Scope
       Paragraph on purpose of this document – Supplement to the previously completed feasibility study, expanding upon previously developed alternatives. Documentation of this item as a deliverable for the CNRA grant agreement.
     - 1.3.2. Project Authority
     - 1.3.3. Agencies, Project Beneficiaries, and Stakeholders
   - 1.4. Other Related Studies and Reports
   - 1.5. Stakeholder Engagement
     Introduce interested parties – landowner, financial interests, neighboring landowners, interested agencies/ non-profits/others. Public Outreach
   - 1.6. Report Organization
2. Inventory and Forecast
   - 2.1. Present Conditions
     - 2.1.1. Major Waterways
     - 2.1.2. Other Waterways
     - 2.1.3. Topology, Geology, and Soils
     - 2.1.4. Climate and Hydrology
     - 2.1.5. Environmental Resources
     - 2.1.6. Land Use
     - 2.1.7. Recreation
   - 2.2. Forecast – Future Without-Project Conditions
3. Problems and Opportunities
   - 3.1. General Overview of Problems
   - 3.2. Flood Management Infrastructure Past Performance Events
   - 3.3. Flood Risk Analysis
   - 3.4. Agricultural Land Use
     Risks associated with existing conditions
     - Climate change, sea level rise
     - Agricultural sustainability
     - Chances of reclamation after flooding
   - 3.5. Habitat Analysis
   - 3.6. Long-term Site Management
     - Assumed land ownership long term
     - Proposed long term O&M of project site following construction
     - Associated costs and schedule for long term operations and management
   - 3.7. Opportunities
     Address localized and regional opportunities – localized flood risk reduction at upstream levees, regional agriculture protection, supports current and future DWR projects upstream of project area, etc.
4. Goals & Objectives
   - 4.1. Other Considerations
   - 4.2. Constraints
5. Formulation of Preliminary Alternatives

- 5.1. Management Actions
  - 5.1.1. Fix-in-Place of known problems on existing levees
  - 5.1.2. Flood Fighting
  - 5.1.3. Habitat Enhancement
  - 5.1.4. Manage Transition from Agriculture to Habitat
- 5.2. Preliminary Alternatives
  - 5.2.1. Alternative 1 – No Action Alternative
  - 5.2.2. Alternative 2 – TBD
  - 5.2.3. Alternative 3 – TBD
  - 5.2.4. Alternative 4 – TBD
  - 5.2.5. Alternative 5 – TBD
- 5.3. Screening of Preliminary Alternatives
  - 5.3.1. Alternative 1 – No Action Alternative
  - 5.3.2. Alternative 2 – TBD
  - 5.3.3. Alternative 3 – TBD
  - 5.3.4. Alternative 4 – TBD
  - 5.3.5. Alternative 5 – TBD

6. Evaluation and Comparison of Final Array of Alternatives
   - 6.1. Hydrology and Hydraulics
   - 6.2. Geotechnical
   - 6.3. Civil Engineering Elements
     - 6.3.1. Survey and Mapping
     - 6.3.2. Top of Levee
     - 6.3.3. Alignments
     - 6.3.4. Penetrations and Encroachments
     - 6.3.5. Borrow Sources
   - 6.4. Possible Levee Remediations
     - 6.4.1. Cutoff Wall
     - 6.4.2. Drained Stability Berm
     - 6.4.3. Combined Drained Stability and Seepage Berm
     - 6.4.4. Erosion Remediation – Rock Slope Revetment
   - 6.5. Possible Habitat Enhancement
     - 6.5.1. Riparian
     - 6.5.2. Tidal
     - 6.5.3. Open Channels
   - 6.6. Alternative Remediations
   - 6.7. Alternative Costs
   - 6.8. Environmental Constraints Analysis
   - 6.9. Project Bifurcation Considerations
   - 6.10. Recreation
   - 6.11. Water Quality
   - 6.12. Financial Feasibility
     - 6.12.1. Levee
     - 6.12.2. Habitat
   - 6.13. Final Screening
     - 6.13.1. Alternative 2 – TBD
     - 6.13.2. Alternative 3 – TBD
   - 6.14. Recommended Alternative
7. Recommendation and Implementation

- 7.1. Additional Design Analyses
  - 7.1.1. Hydraulics
  - 7.1.2. Geotechnical
  - 7.1.3. Environmental Documentation and Permitting
- 7.2. Conceptual Finance Plan
- 7.3. Other considerations
  - 7.3.1. Climate Change Seal Level Rise
  - 7.3.2. Agricultural sustainability
  - 7.3.3. Water Quality
  - 7.3.4. Penetrations and Encroachments
  - 7.3.5. Drainage System Improvements
  - 7.3.6. Multi-Benefit Concepts

8. Multi-benefit Concepts
   - 8.1. Habitat Restoration Concept
   - 8.2. Recreational Concepts
     - 8.2.1. Fishing Access
     - 8.2.2. Boating Access
   - 8.3. Flood Benefits
9. Recommended Next Steps
10. References
11. Appendices (likely separate volumes)

    Geotechnical Investigation
    Civil Levee Design
    Hydrology and Hydraulics Modeling
    Aquatic and Biological Resources
    Basis of Design and Alternative Selection Criteria
    Permitting Needs and Strategy
    Wind & Fetch Analysis
    Sedimentation Study
    Particle Tracking Analysis
    Water Quality Modeling

Task 1: Geotechnical Evaluations	**Total**
WES	$30,244
HT-E	$1,169,000
HDR	$30,602
WES Sub Mark-up (10%)	$119,960
Updated Task 1 Total	**$1,349,806**

Task 2: Hydrology and Hydraulic Evaluations	**Total**
WES	$38,363
RMA	$174,858
HDR	$39,708
MBK	$562,000
WES Sub Mark-up (10%)	$77,657
Updated Task 2 Total	**$892,586**

Task 3: Supp. Biological and Cultural Evaluations	**Total**
WES	$46,884
ESA	$232,560
HBC	$22,000
WES Sub Mark - up (10%)	$25,456
Updated Task 3 Total	**$326,900**

Task 4: Conceptual Design & Surveying	**Total**
WES	$111,080
L&M	$217,219
PointCo	$70,000
HDR	$603,014
WES Sub Mark-up (10%)	$89,023
Updated Task 4 Total	**$1,090,336**

Task 5: Grant Summary Report	**Total**
WES	$72,588
Updated Task 5 Total	**$72,588**

Task 6: Feasibility Study	**Total**
WES	$216,485
Updated Task 6 Total	**$216,485**

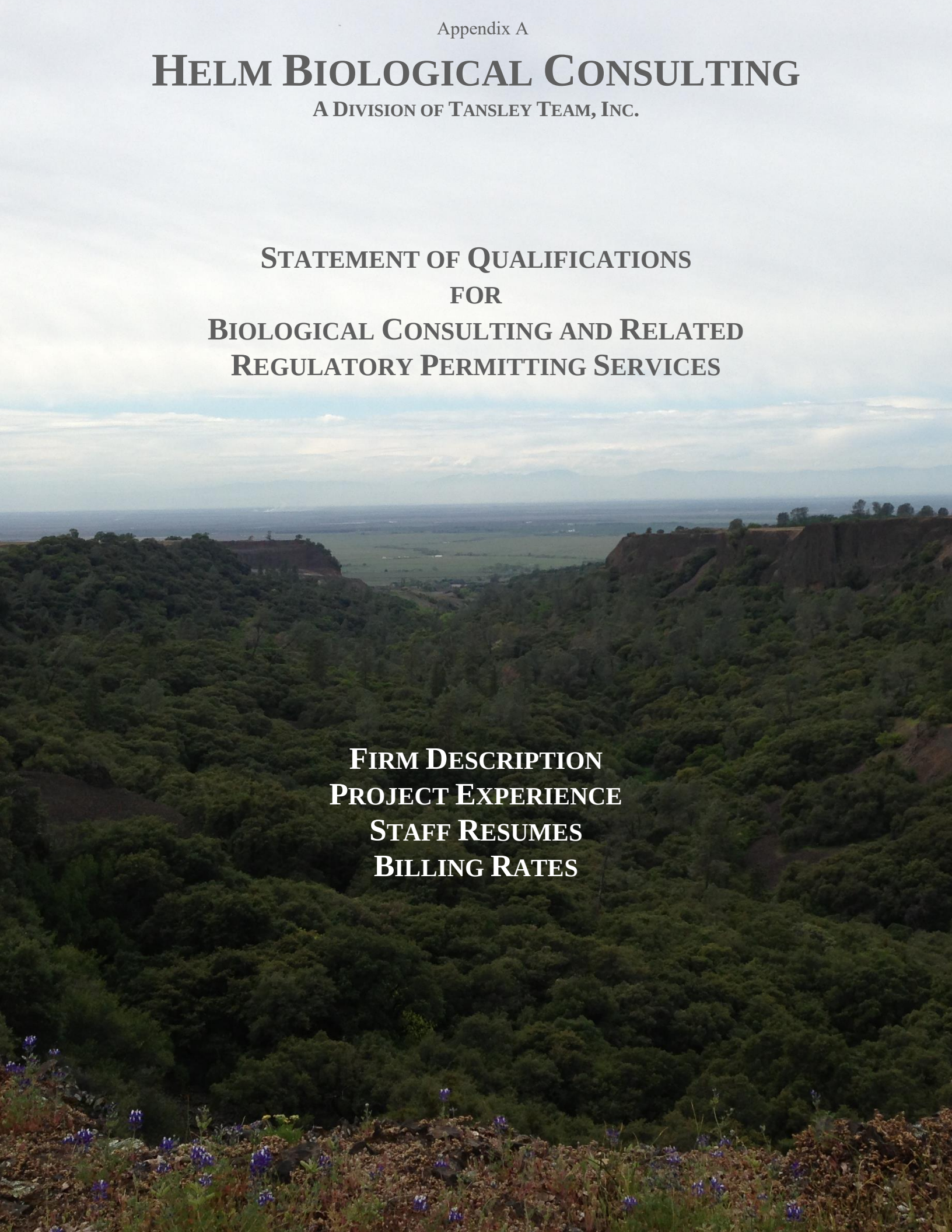
Task 7: Scope Schedule and Budgeting	**Total**
WES	$20,500
Sub-Consultant Scope Support	$45,000
WES Sub Mark-up (10%)	$4,500
New Task 7 Total	**$70,000**
Task Order 1 Amended Total	**$4,018,701**

Appendix A

HELM BIOLOGICAL CONSULTING

A DIVISION OF TANSLEY TEAM, INC.

STATEMENT OF QUALIFICATIONS
FOR
BIOLOGICAL CONSULTING AND RELATED REGULATORY PERMITTING SERVICES



FIRM DESCRIPTION
PROJECT EXPERIENCE
STAFF RESUMES
BILLING RATES

FIRM DESCRIPTION

HELM BIOLOGICAL CONSULTING (HBC) is a certified as a small business (SB [micro] 1184083) environmental consulting firm specializing in **Biological Resource Studies**, **Mitigation Banking, Habitat Establishment,** and **Ecological Research (**described further under **Project Experience** below).

Additional services include **Environmental Compliance and Permit Assistance** consisting of Sections 401 and 404 of the Clean Water Act, Section 1600 *et. seq*. of the California Department of Fish and Game Code, and consultation pursuant to Section 7 and Section 10 of the federal Endangered Species Act **(ESA Compliance)**, and preparation of CEQA / NEPA documents. **HBC** also offers special services including Global Positioning System (GPS) data collection and Geographic Information System (GIS) analysis and mapping.

HBC has provided their unique expertise and experience to private, non-profit, city, county, state, and federal entities consisting of more than 650 projects. These projects have ranged from residential and commercial development to the creation of mitigation banks with multiple-county service areas.

FIRM FOUNDER AND HISTORY

Dr. Brent Helm is a wildlife biologist, botanist, and ecologist specializing in wetlands. He received a BS at Humboldt State University in Wildlife Management, emphasizing Botany, with a minor in Fisheries in 1988. His first consulting job occurred in the spring/summer of 1989 conducting rare plant surveys for EIP Associates on the Highway 65-Lincoln Bypass Project. The work intrigued Mr. Helm such that he sought and accepted employment at Jones and Stokes Associates (JSA – now known as ICF) in the fall of 1989. Always having a penchant for biological knowledge, Mr. Helm resumed his college studies at the University of California, Davis (UCD), while working nearly full time at JSA as the botanical and wetland functional group manager. Perhaps Mr. Helm's most notable contribution to the JSA firm was his pioneering work with federal-listed large branchiopod (e.g., vernal pool tadpole shrimp and vernal pool fairy shrimp) life history, ecology, and occurrence mapping. Mr. Helm graduated UCD with a MS in Ecology in 1996. Mr. Helm left JSA in 1997 to pursue the challenges of a small startup biological consulting company (May Consulting Services [MCS] - now known as May & Associates, Inc.). During his time with MCS, Mr. Helm expanded the company's qualifications and employees and completed a doctorate in Ecology in 1999 from UCD.

Shortly after his departure from MCS, Dr. Helm founded **HBC** in 2001. The firm prides itself on technical expertise and efficiency. It is not uncommon for HBC to inherit projects that other consultants were unable to complete. In response to the growing need to implement wetland restoration, enhancement and construction work, Dr. Helm received his State of California General Engineering Contractor A license in 2009 and founded his second company - **Wetland Establishment Team (WET)** the construction division, specializing in the development of wetlands and other habitats.

In 2009, Dr. Helm incorporated the two companies **HBC** and **WET**, under the name **Tansley Team, Inc.** The firm was named in honor of Sir Arthur George Tansley – an English botanist and a pioneer in the science of ecology who introduced the concept of the "ecosystem" to biology.

Depending on the project (biological consulting or wetland construction) **Tansley Team, Inc**. does business as (**dba**) **Helm Biological Consulting** (HBC) or **Wetland Establishment Team** (WET), respectively.

PROJECT EXPERIENCE

BIOLOGICAL RESOURCE SURVEYS

Including common and sensitive biological resource studies (wetland delineations, botanical, wildlife and aquatic invertebrate studies, specializing in large branchiopod surveys), including preconstruction resource clearance surveys.

Westervelt Ecological Services - Little Egbert Tract (LET), Solano County, CA. HBC conducted extensive surveys for rare plants, invasive plants, and nesting birds throughout LET. Thousands of species-status plants were observed and their locations recorded with submeter-accurate GPS units. Rare plants observed included Suisun Marsh aster (*Symphyotrichum lentum*), Delta tule pea (*Lathyrus jepsonii* var. *jepsonii*), Sandford's arrowhead (*Sagittaria sanfordii*), and Mason's lilaeopsis (*Lilaleopsis masonii*). In addition, HBC conducted a special-status species habitat suitability assessment, which included federally-listed large branchiopods (2020-2022).

Reclamation District 2084 - Little Egbert Tract, Geotechnical Exploration Project, Solano County, CA. HBC completed a delineation of Waters of the U.S. subject to USACE jurisdiction under Section 404 of the Clean Water Act and Section 10 of the Rivers and Harbors Appropriations Act of 1899 on roughly 3,500 acres known as the Little Egbert Tract (LET). The LET is located approximately one mile northeast from the town of Rio Vista along the west side of Highway 85, Solano County, California. LET is bounded by Egbert Tract to the west, Lindsey Slough and Cache Slough to the north, Cache Slough and Sacramento River to the east. The delineation was conducted following guidance in the *Corps of Engineers Wetland Delineation Manual* (Environmental Laboratory 1987) and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Arid West Region, Version 2.0*. The ordinary high water mark (OHWM) of potential other WoUS was delineated following guidance in *A Field Guide to the Identification of the Ordinary High Water Mark in the Arid West Region in the Western United States* (Completed 2020).

Northern Pride Communications - United States Coast Guard (USCG) Tower Demolitions, Klickitat County, WA and Santa Barbara and Placer counties, CA. HBC was recently awarded three USCG GPS tower removal projects – consisting of two in California (Lincoln, Placer County and Vandenberg Space Force Base, Santa Barbara County) and one in Washington (Appleton). Biological resources assessments were performed including potential impacts and mitigation measures sections in the report at all three sites and a Phase I Assessment was performed at the Lompoc site (2021-2022).

Raven Farms - Ashurst Ranch, San Benito and Fresno counties, CA. HBC has been conducting a various biological resource surveys on the Ashurst Ranch. The Ranch consists of roughly 50,000 acres, mostly occurring in San Benito County with two smaller disjunct parcels occurring in Fresno County,

California. The contiguous portion of the Ranch is remotely isolated and located approximately 6.6 miles southeast of Panoche; roughly 3.5 miles south of Panoche Road (J1); 2¼ mile southwest of the Fresno/San Benito County line; about 7.5 mile southwest of Interstate 5; nearly 13.4 miles north of Coalinga Road; around 1.1-mile northeast of Hernandez Reservoir and slightly over 10 miles east of Highway 25 (Airline Highway). To date the following special-status wildlife species have been located by HBC within the Ranch: California tiger salamander, Antelope ground squirrel, San Joaquin kit fox, American badger, western burrowing owl, golden eagle, California red-legged frog, southwestern pond turtle (2019 - ongoing).

MITIGATION BANK PLANNING, DEVELOPMENT, AND IMPLEMENTATION

Including baseline biological surveys (wetland delineations, special-status species surveys, and habitat mapping); preparation of mitigation banking documents (prospectus, development plans, interim-monitoring plans, long-term maintenance, management, and monitoring plans; remedial plans, Bank Enabling Instruments), resource agency certification documentation (Clean Water Act Sections 404 and 401, preparation of Biological Assessments [BA] for special-status species); habitat construction and construction monitoring; and short-and long-term mitigation habitat monitoring and reporting.

Breeze/Ross - Proposed Dersch Road Wetland Mitigation Bank, Shasta County, CA. HBC is currently working on a 350-acre parcel that is proposed for a federal mitigation bank. The site supports over 20 acres of existing wetlands, mostly vernal pools, scattered amongst oak woodlands and annual grassland habitats. An additional 20 acres of vernal pool and elderberry habitats are proposed for establishment onsite. HBC is currently conducting a various biological resources surveys including a wetland delineation, rare plant surveys, large branchiopod surveys, cultural resources, and a Phase I assessment (2021 to ongoing).

Caltrans-Madera Pools Mitigation Bank, Madera County, CA. HBC, Westervelt Ecological Services, LLC, and Area West Environmental, Inc. have teamed to assist Caltrans in completing the entitlement of a vernal pool grassland mitigation bank. In addition to reviewing and editing other sub-consultant annual monitoring documents (e.g., hydrology, vegetation, and large branchiopods, etc.) and facilitating Interagency Review Team (IRT) meetings, the team to date has prepared the following documents: Draft Prospectus, Summary of Interim Monitoring, and Delineation of waters of the United States.

Stillwater Plains Wetland Mitigation Bank, Redding, Shasta County, CA. HBC established and implemented the first multi-species and multi-habitat mitigation bank in California that includes restoration, enhancement, and creation mitigation for the loss of Central Valley natural resources. Working closely with second generation California rancher - Glenn Hawes, Dr. Helm developed an integrated restoration and wetland mitigation plan to set aside nearly 1,000 acres of vernal pool, freshwater marsh, grassland, blue and live oak woodland, and intermittent stream habitat. Large areas of the site that had been degraded from past agricultural activities, including firewood harvesting and vegetation clearing for wheat production, have been restored to perennial grassland; riparian

shrub and forest; valley oak woodlands; and vernal pool habitats. Restoration at the Bank also included restoration over a linear mile of historic channel of Willow Creek (intermittent stream habitat), a tributary to Stillwater Creek.

SMUD - Nature Preserve Miigation Bank, Sacramento County, CA. HBC partnered with Area West Environmental, to assist SMUD in the formation of a multi-species/multi-habitat mitigation bank that provides for long-term protection of special-status species and habitats found within the SMUD's service area. Bank credits will be used to offset future, unavoidable special-status species habitat and wetland impacts that could result from approved projects.

Fitzgerald Ranch LLC - Fitzgerald Ranch Preserve Mitigation Site, Placer County, CA. HBC initiated the establishment of a mitigation bank for private and public development projects which allows compensatory mitigation of wetlands, other sensitive habitats, and associated dependent special-status species. The 214-acre ranch supports remnant vernal pools, riparian forests, and valley oak woodlands that have been negatively affected by ranching operations (e.g., firewood harvesting, stream canalization, land leveling, irrigation and planting of pasture vegetation). HBC completed a conceptual development plan that was widely accepted by members of the Interagency Review Team (IRT). The development plan included extensive restoration of lost habitats and enhancement of existing degraded habitats. Prior to the completion of the development plan, baseline biological resource surveys (federally-listed large branchiopods, wetland delineation, rare plants, Swainson's hawk, etc.) were also completed.

Loafer Creek, LLC - Dove Ridge Mitigation and Conservation Bank, Butte County, CA. HBC prepared and submitted a formal banking prospectus, development plan, and management plan for the Dove Ridge Conservation Bank, Butte County, California to the Mitigation Banking Review Team consisting of Corps, USFWS, CDFG, and EPA. The Bank consists of 2,400 acres and supports numerous special-status plant, including the rare Butte County meadow foam; and wildlife species within a diversity of habitat types including riparian woodland, stream, vernal pool, vernal swale, and freshwater marsh. The development plan included restoration of a 160-acre parcel that was previously converted to rice production. Additional restoration included enhancement of riparian forest and elderberry savanna habitats. The plan also addressed noxious weed and fire management issues. Working closely with geomorphologist Sid Davis, HBC assembled a soil and geologic map of the Bank, since a current soil mapping of Butte County was not available at the time. GIS was utilized to prepare the soil and geologic maps, to assess the location of existing aquatic resources, and as a tool to identify the location of proposed mitigation wetlands (existing restored, enhanced, and created wetlands).

California Department of Transportation (Caltrans District 6) - Jenson Multiple Projects Mitigation Site, Madera County, CA. Teaming with Vollmar Consulting, HBC designed a multi-species wetland mitigation bank for Caltrans District 6. The 200-acre site included habitats for wetlands regulated under Section 404 of the Clean Water Act and the Federal Endangered Species Act, vernal pools, vernal swales, emergent marsh and seasonal wetland. Conducted focused surveys for large branchiopods (using both wet and dry-season sampling methods), California tiger salamander, western spadefoot, western burrowing owl, and rare plants. HBC also conducted a wetland delineation verified by the U.S. Corps of Engineers (Corps); prepared a development plan for restoration, enhancement, and

construction of wetlands on-site; coordinated with U.S. Fish and Wildlife Service (USFWS) and Corps regarding site development; prepared a monitoring plan and management plan for submittal to Corps, USFWS, and California Department of Fish and Game; and assisted Caltrans with species accounts and impact assessment of species and habitats for the preparation of a Biological Assessment (BA) suitable for submittal to the USFWS**.**

HABITAT ESTABLISHMENT

Including design, construction, and monitoring of restored, enhanced, and created habitats for mitigation purposes, including wetlands (vernal pools, swales, perennial and seasonal wetlands), aquatic systems (open water, shaded riverine, aquatic bed); oak woodlands, riparian, coastal sage scrub, perennial grasslands, alkali scrub; and construction awareness training design and implementation.

California Hgh Speed Rail Authrity - Cottonwood Creek Mitigation Site, Tulare County, CA. WET just completed the construction of over 4.0 acreages of alkali vernal pools at the Cottonwood Creek Mitigation Site in November 2018. The site is proposed for partial mitigation for the Fresno to Bakersfield section of the California High Speed Rail Project (Sub-consultant to Westervelt Ecological Services, LLC. 2018).

Tuolumne Couty – Open Space Restoration Plan, Tulomne County, CA. HBC recently finalized a restoration plan for the Tuolumne County Open Space that was accidently impacted by the construction of the adjacent Dollar General Store. The plan includes restoration of a California tiger salamander habitat including a section of culverted stream channel, blue oak woodlands, and annual grasslands. The plan also includes short-and long-term monitoring requirements and success criteria. WET is expected to initiate restoration construction of the open space lands in summer of 2019.

Sacramento Municipal Utility District (SMUD) - Vernal Pool Restoration Project, Sacramento County, CA. Teaming with JD Pasquetti Inc., WET restored (constructed) 116 vernal pools and 13 swales which comprised over 20 acres of wetlands at the Nature Preserve Mitigation Bank located at the SMUD's Rancho Seco lands in eastern Sacramento County, California. The wetlands were restored on two adjoining parcels (70-acre and 18-acre) that had been used for irrigated pastures. As of the five year of monitoring over 90% of the restored vernal pools supported federal-listed large branchiopods, western spadefoots, and/or California tiger salamander.

Miramar Marine Corps Air Station – San Clemente Canyon Landfill Restoration, San Diego, CA. WET successfully developed and implemented a mitigation plan for the restoration of vernal habitat that was impacted by the reclamation and recent restoration of the San Clemente Canyon landfill (Sub-consultant to Noreas, Inc.).

***Knapp Ranch - Vernal Pool Construction, Merced County, CA*.** WET constructed 2.0 acres of vernal pool habitat at the Knapp Ranch, Merced County, California. The vernal pools were completed during the summer of 2009. After five years of monitoring, the mitigation wetlands met all of their success criteria (Sub-consultant

to Vollmar Consulting).

City of Redding - Old Oregon Trail Mitigation Wetland Restoration, Shasta County, CA. WET was contracted by the City of Redding to design and implement the restoration of 1.9 acres of vernal pool / swale habitat on a parcel of land that had years of unauthorized off-highway vehicle (OHV) use. The restoration concentrated primarily on filling and compacting an old PG&E dirt access road to historic grade. An onsite drainage had been utilizing the road as its channel causing down cutting which drained the landscape. Secondary efforts concentrated on the restoration of wetland basins that had been degraded by OHV use, and historic agricultural practices (disking, leveling). After five years of monitoring, the restored wetlands and landscape was considered a complete success by CDFW and other responsible Agencies.

City of Redding - Redding Airpark Restoration, Shasta County, CA. WET was contracted by the City of Redding to implement the restoration of a historically filled wetland within the Proposed Business Park of the Redding Airport. Roughly half of the 4-acre wetland had been filled. The fill material was removed by belly scrapers to the historic grade, determined by apparent soil change. Restoration was deemed highly successful, by responsible Agencies, after the first year of monitoring.

ECOLOGICAL RESEARCH

Including experimental design, statistical analysis, grant writing, and field studies.

Longhorn Fairy Shrimp (Branchinecta longiantenna) Habitat Research in Contra Costa and Alameda Counties, California. HBC, East Bay Regional Park District, Vollmar Natural Lands Consulting, and East Contra Costa County Habitat Conservancy have teamed to focus efforts on the research on the federally endangered longhorn fairy shrimp to provide valuable information to assist in its recovery. Recent surveys in Contra Costa and Alameda Counties have revealed that the longhorn fairy shrimp (LFS) has been detected in only three rock outcrop vernal pools in two of the last six wet seasons. The LFS is therefore in danger of extinction in this service region of the Central Valley Project. The research will ameliorate this immediate threat by characterizing habitat requirements of the species in their unique rock outcrop vernal pool habitats. Information obtained on the biotic and abiotic habitat requirements of LFS will be used to map and survey potential rock outcrop vernal

pool habitat in the two-county region, and search for additional LFS populations in order to prioritize conservation actions at the landscape level. The study will provide important information to the recovery of this greatly endangered species. The research project is funded under the Central Valley Project Conservation Program (CVPCP – Endangered Species Recovery Implementation).

San Diego State University – Statewide Genetic Study on the Vernal Pool Tadpole Shrimp. HBC and Dr. Andrew Bohanak, Associate Professor at San Diego State University (SDSU) collaborated on a state-wide study of the vernal pool tadpole shrimp (*Lepidurus packardi*). HBC collected vernal pool tadpole shrimp specimens and pool parameter (physical, biological, and chemical) data from over 50 sites totaling nearly 150 vernal pools. In addition to *L. packardi*, several other species in the genus *Lepidurus* and *Triops* were collected for outgroups to assist in the genetic work. The collected tadpole shrimp specimens were preserved in 95% "genetic-grade" ethanol and sent to Dr. Bohanak for processing and genetic analysis. Dr. Bohanak sequenced mitochondrial DNA from each tadpole shrimp individual, for the gene cytochrome oxidase I. The focused on the genotype x environmental interaction for fitness in favor of local genotypes, where the genotypes represent each population from which adults collections were sampled. Ultimately, understanding the ecological and genotypic factors influencing the establishment of new populations of *L. packardi* may be key for the successful recovery of the species. The study was funded by Westervelt Ecological Services, LLC.

Westervelt Ecological Services – Ferrari Ranch Riparian Study, Solano County, CA. HBC was contracted Westervelt Ecological Services to design and implement a simple, repeatable, and robust sampling method which would obtain ecological data on concerning climax riparian forest and woodland communities at the Ferrari Ranch Mitigation Site, Sonoma County, California. The method consisted of a stratified random sampling design. Plots were stratified according to landform (channel, bank, terrace, and hill slope) and measured 30 feet in diameter (706 sq. ft.), and were required to contain at least one mature tree. Ecological parameters measures consisted of slope (degrees), aspect (degrees and direction), understory plant cover (%), canopy cover (%), trees per plot, tree diameter at breast height (DBH, inches), tree height (feet), and canopy with (feet). The data collected on the existing riparian communities will be used as a target for future achievement for proposed riparian restoration activates on site.

In addition to services Tansley Team, Inc. owns a variety of equipment to maximize efficiency and precision.

Field Equipment

Off Highway vehicles (ATV's/UTV's) and trailers, global positioning system (GPS) hand held units (Trimble GeoXH Series [center meter edition], GeoXT GeoExplorer 6000 Series, GeoXH 2008 series, GeoHX 2005 series), laptop computers, IPad's, water quality meter (Yellow Springs Instrument [YSI] Professional Plus, Oakton multi-parameter meter), spotting scopes, binoculars, range finders, field microscope, digital and game cameras, radios, barb wire fence crossing ladders, nets/seines, chest waders, hip waders, muck boots, snow shoes, plant presses, hand lens, herbicide sprayers, numerous field guides and keys, and various safety equipment (first aid kits, safety cones, personnel protection).

Construction Equipment

Mobile office, laser levels, heavy equipment (Bobcat with various attachments [root diggers, 4 in-one bucket, toothed bucket, smooth bucket, auger], John Deer landscape tractor [aka. skip loader], trailers (dump, flatbed, utility), harrow, portable welder, portable fuel tanks, trash pumps, portable generators, petroleum spill kits, and various large and small hand tools.

Laboratory Equipment

Environmental chamber, microscopes/dissecting scopes (Olympus SZ 40 zoom dissection scope, Olympus SZ 60, American Optical model 41, Zeiss compound microscope) with fiber optic lights, digital cameras, water quality meters, and various other lab supplies (beakers, test tubes, centrifuge, etc.)

Senior Staff Resumes

BILLING RATES

Appendix B

PoinT Co.
Photogrammetric Services
9904 Portofino Oak Lane
Fair Oaks, CA 95628
www.pointco.org

Tel: (916) 536-0487
Fax: (916) 536-0517
e-mail: info@pointco.org

March 21, 2022

Greg Webber
Habitat Designer
Westervelt Ecological Services
600 North Market Blvd, Suite 3
Sacramento, California 95834

RE: **TOPO MAP PROPOSAL FOR LITTLE EGBERT TRACT, RIO VISTA, CALIFORNIA**

Dear Mr. Webber,

Point Co. is pleased to present this cost estimate for photogrammetric services for the above mentioned project.

1. Utilizing existing photography and aerial targets from 2019. create 1' contours topo map with associated DTM and visible planimetric features such as vegetation outlines, ditches, roads, visible utilities, etc. for the area shaded in green on the Attachment A.

   Coordinate with Laugenor and Meikle for updated coordinates for aerial targets as well as merging field and aerial survey data.

   Map delivered in autocad format electronically (internet), no hard copies.

   Price for the above task is $70,000

Delivery time approximately 10 weeks after reception of coordinates for aerial targets. There are 36 aerial targets set and surveyed in 2019 whose coordinates need to be checked for compliance with current geodetic requirements.

Billing Terms: NET 30. Due on or before thirty (30) days after the date of billing.

PoinT Co.
Photogrammetric Services
9904 Portofino Oak Lane
Fair Oaks, CA 95628
www.pointco.org

Tel: (916) 536-0487
Fax: (916) 536-0517
e-mail: info@pointco.org

CURRICULUM VITAE

Slobo Mitic
PointCo
Certified Photogrammetrist,
ASPRS # R1074

After 15 years working for leading geodetic and mapping companies in Europe and USA, I started my own photogrammetric practice in early 1998. Extensive knowledge and experience in wide variety of photogrammetric applications (high precision measurements, data extractions and interpretation), utilizing different photographic media (aerial photography, photographs taken with hand held cameras, prints made from videotapes, etc.) enables me to successfully complete even most difficult photogrammetric tasks.

Experience

- over 7000 aerial photogrammetric projects
- numerous terrestrial and close range photogrammetry projects
- over 50,000 hours in a direct production

Education and other credentials

- Masters Degree in Geodesy
- LAND-SURVEYOR-IN-TRAINING, Wall Lic: ZL005549
- Certified Photogrammetrist, ASPRS #R1074

Equipment

- IMA (Zeiss), first order analytical stereo plotter
- Vr Mapping softcopy stereo photogrammetry software
- Wild PUG4 point transfer device
- Wherly RM2 photogrammetric scanner
- Cadmap, VrOne, VrTwo, Terramodel, PhotoModeler, Autocad, Cadoverlay, Microstation, Orthoengine, CAD software
- PhotoShop, Paint Shop Pro, PowerDirector - Image manipulation software
- BINEM, AEROSYS aerotriangulation software

Fee Schedule

Usually, mapping projects are quoted as a fixed fee to complete.
When billed hourly:

1. Mapping and associated work, travel time …..… $140 / hour
2. Professional consulting ……..... $300 / hour
3. Court appearances, depositions ……..….. $400 / hour
4. Material and other relevant expenses …..……. at cost.

Initial consultation, up to 30 minutes, is free.

PoinT Co.
Photogrammetric Services
9904 Portofino Oak Lane
Fair Oaks, CA 95628
www.pointco.org

Tel: (916) 536-0487
Fax: (916) 536-0517
e-mail: info@pointco.org

Short list of similar projects completed by PoinCo.

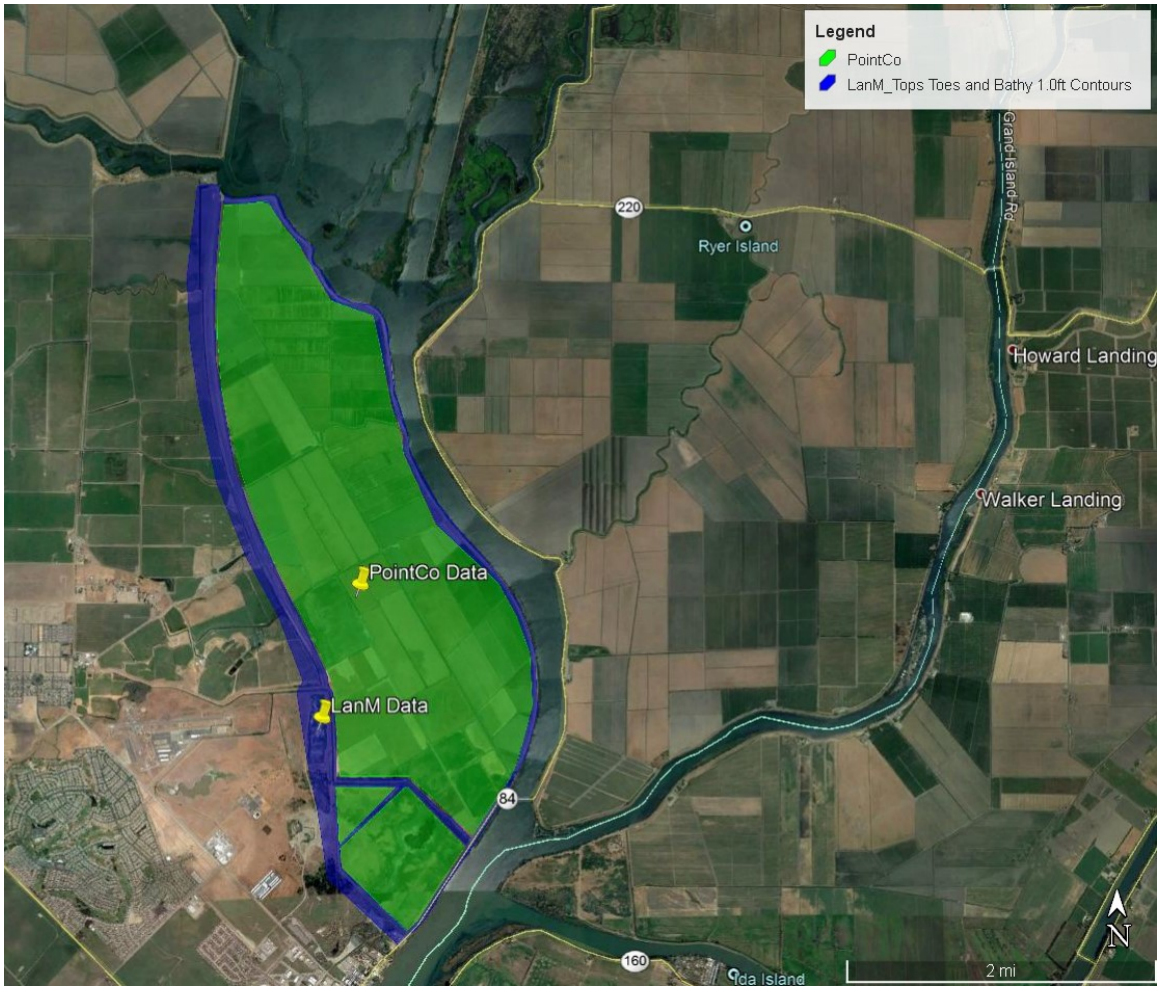
1. Topo map @1"=40' with 1' contours, DTM and matching color orthophoto ±340 acres, Imperial Valley, CA. Completed in 2021.

2. Topo map @1"=40' with 1' contours, DTM and matching color orthophoto ±650 acres, Imperial Valley, CA. Completed in 2021.

3. Topo map @1"=40' with 1' contours, DTM and matching color orthophoto ±500 acres, Taft, CA. Completed in 2021.

4. Topo map @1"=40' with 1' contours, DTM and matching color orthophoto ±1,000 acres, Tule Red, CA. Completed for Westervelt in 2014.

Attachment A



Appendix C

March 7, 2022
File No. 907.02

Hultgren-Tillis Engineers

Westervelt Ecological Services, LLC
600 North Market Boulevard, Suite 3
Sacramento, California 95834

Attention: Mr. Mark Young

Proposal
Geotechnical Engineering Services
Phase 2
Little Egbert Tract Restoration Project
Solano County, California

Dear Mr. Young:

INTRODUCTION

This letter presents our proposal to provide geotechnical engineering services for Phase 2 of the Little Egbert Tract Restoration project in Solano County. This phase of the project is to bring the project through 30 percent design. We anticipate that the final geotechnical investigation will be completed to support the 30 percent design.

Our proposal does not include scope and fees to review plans and specifications for each design submittal and for responding to comments from the U.S. Army Corps of Engineers (USACE) and the Central Valley Flood Protection Board (CVFPB). A safety assurance review (SAR) may be required by USACE. The main elements pertaining to geotechnical engineering include:

- Reclamation District 536 levee on the west side;
- Watson Hollow Drain;
- Bridge at Highway 84;
- Main channel and entrance and exit sills;
- Secondary exit;
- Borrow areas;
- Potential impacts to neighbors; and
- Grading for interior and levees.

SCOPE OF SERVICES

Exploration

Our Phase 1 exploration plan included less than 50 percent of the exploration planned for the project. For Phase 2, we will complete the exploration for the levees and other facilities. We have budgeted for 37 cone penetration tests (CPTs) and 28 borings with CPT depths of 50 to 100 feet and boring depths from 30 to 100 feet. We have included about 3,200 feet of CPTs and 2,000 feet of borings.

The borings will be drilled with truck-mounted drilling equipment. The CPTs will be advanced with a truck rig. We will obtain a permit from the Solano County Environmental Health Services

Department (County) to drill and grout the proposed CPTs and borings. We assume that environmental monitoring will be provided by others.

Before exploration, we will contact Underground Service Alert (USA) to have their member firms locate utilities. The borings and CPTs could encounter utilities or other buried structures not marked through USA. The cost to repair damage to utilities or other underground facilities is not part of our scope of services or fee estimate. The cost to repair damage will be an additional fee.

Our field engineer will log the borings and obtain soil samples for further visual classification and laboratory testing. After the CPTs and borings are complete, the CPTs and borings will be backfilled with grout. Drill cuttings generated from drilling will be left adjacent to the borings or at the levee toe outside the levee right-of-way. We anticipate that the borings will take up to 21 days and the CPTs will take 11 days to complete.

We have assumed that access to the exploration locations will be provided to us.

Selected soil samples from the borings will be submitted for laboratory testing. The laboratory testing program will include a range of tests that may include moisture content, dry density, organic content, gradation, Atterberg limits, strength, permeability, compressibility, and corrosivity tests.

We will update our borrow site investigation. We will explore the locations with test pits. Before excavating the test pits, we will contact USA to have their member firms locate utilities. We have budgeted three days for test pits with a backhoe in a neighboring parcel west of the project.

Our field engineer will log the test pits and obtain soil samples for further visual classification and laboratory testing. Spoils generated from the test pits will be placed back in the excavation and tamped with the backhoe bucket. The test pit backfill will not be systematically compacted. Selected soil samples will be submitted for laboratory testing. The laboratory testing program will include moisture content, Atterberg limits, particle size analysis, and compaction curve tests.

Engineering

We will use the data from the CPTs and borings and the existing data to develop profiles of subsurface conditions of the levee. We will use topographic and bathymetric data provided by others.

We will perform the range of analysis for the levees consistent with the Urban Levee Design Criteria and USACE procedures. We will use existing data on the strength and compressibility of the marsh soils and lab data from this investigation for analysis. Our analysis will include an evaluation of slope stability to determine the factor of safety of the existing levee and of the immediately-after-construction conditions to evaluate the safe rate of fill placement. Computer program SLOPE/W will be used to perform slope stability analysis. We will use computer program SEEP/W to evaluate seepage risks. We will estimate the magnitude of settlement expected for the levees. We will also evaluate seismic risks.

We will provide geotechnical engineering criteria for the bridge, the Watson Hollow Drain and other grading and project items. We will perform geotechnical engineering analysis to develop conclusions and recommendations regarding the following:

1. Subsurface conditions including depth to groundwater, if encountered;
2. Site preparation and grading;
3. Potential for liquefaction;
4. Site Class and mapped acceleration parameters in accordance with 2019 California Building Code;
5. Suitable type(s) and depth(s) of foundations;
6. Geotechnical criteria for foundation design including allowable bearing pressures, minimum embedment depth, and lateral load capacity of subsurface materials;
7. Estimated total and differential settlement; and
8. Geotechnical criteria for inlets and outlets.

DELIVERABLES

We propose to provide two types of deliverables. The first type will be geotechnical data reports that will include the data from exploration including a site plan, logs of borings, CPTs, test pits, and laboratory test results. We may prepare more than one data report (one for USACE levees and another for other elements of the project). The second report type will include our recommendations for the project and a discussion of geotechnical considerations for design and construction of the project. We will provide draft reports for comment and then final reports.

FEE ESTIMATE

Our estimate of cost is provided in the table below.

Task Description	Fee Estimate
Meetings	$ 19,000
Exploration – Levee and Facilities	$ 379,000
Exploration – Property to West	$ 43,000
Laboratory	$ 29,000
Engineering	$ 141,000
Reports	$ 48,000
TOTAL	**$ 659,000**

If you have any questions, please call.

Sincerely,

Hultgren – Tillis Engineers

R. Kevin Tillis
Geotechnical Engineer – 2160

RKT:GRO:lm:la

Filename: 90702P01_Scope_Phase 2 - all except Mellin

Appendix D

Little Egbert Multi Benefit Project Feasibility Study

MBK Engineers Scope of Work

Task 1. H&H Analysis of Watson Hollow Drain for Feasibility Study

After incorporating new bathymetric data of Watson Hollow Slough into the hydraulic model, effects from the proposed tidal habitat restoration will be evaluated under a rainfall-runoff event that is equivalent to the standard-of-care for drainage design per Solano County, the City of Rio Vista, or the Federal Emergency Management Agency National Flood Insurance Program. The rainfall-runoff event is equivalent in magnitude to a 1-in-100 year recurrence interval for a duration of 24-hours. The proposed tidal habitat restoration design may influence the operations of the proposed tidal gate and this task will perform preliminary sizing of detention basins or pump stations in the event that the proposed tide gate may be closed during events where high tides coincides with significant rainfall-runoff. Hydraulic model simulations will be performed to determine these effects.

Task 2. Re-calibration of Flood Hydraulic Model

New topography data for LET and the levees will be acquired by others. In addition, bathymetry in Watson Hollow Slough will be acquired by others. These new topo datasets will be incorporated into the hydraulic model. New dataset will require re-checking the calibration of the hydraulic model. Previously, the hydraulic model was calibrated and verified to the January 1997 flood and the 2006 flood event. Moving forward into feasibility and eventually design, the flood hydraulic model should be verified to a more recent flood event. The hydraulic model will be verified to the Jan/Feb 2017 flood event. Observed stage and flow data will be compiled for areas within the model domain. Some flows for the flood control system will need to be developed/estimated for handoff into the LET hydraulic model.

Assumptions:

1. New topo will be acquired by others.
2. The hours for this task are split with the Mellin Levee design task order.

Task 3. Alternative Analysis – Flood Flows

Ten alternatives were investigated in Task 3. Four of these alternatives and a no-action alternative will be carried forward into the feasibility study. The alternatives will be simulated for a 10-year, 100-year and 200-year flood events to 1) Develop a conceptual design water surface elevation and 2) Identify areas of hydraulic benefits and impacts. Refinements of the alternatives may be made as part of RMA water quality modeling. Limited simulations are included to support the water quality modeling, if required.

The alternatives will also be simulated with Climate Change (CC) flows and Sea-Level Rise (SLR) predictions developed by DWR as part of CVFPP 2022 Update to understand how it may affect the performance of the project. DWR is currently working on developing boundary

conditions for a hydraulic model that can account for a sea level rise on the order of 3.7 feet at the Golden Gate and climate change flows for the flood control system for the year 2072.

Assumptions:

1. Interior grading and planting plan to be prepared by others.
2. The CC and SLR boundary conditions are generally compatible with the existing hydrology dataset (CVHS WRDA 2016 event selection) being used by the project.

Task 4. Conceptual Design/Alternative Analysis – Tidal Stages

A tidal hydraulic model will be developed and calibrated from the Task 2 hydraulic model to:

1. Assist in the development of habitat areas
2. Interior grading
3. Dendritic channel velocity
4. Sizing of the inlet/outlet at the Powell property
5. Velocity to help inform conceptual design

The tidal model will be calibrated to observed stages from a recent Water Year dataset. Tidal hydraulic model simulation time periods will be coordinated with the WES team to determine an appropriate time of year to simulate.

In additional, tidal datums at the project site will be calculated.

Task 5. Documentation and Feasibility Report

A report will be prepared to document the analysis in Task 1, 3 and 4. This report will be an appendix to the LET Feasibility Report. MBK will assist in the development of the summary of the H&H analysis for inclusion into the feasibility report.

Task 6: Team Coordination and Meetings

This task includes attendance at weekly coordination meetings. Assume duration of May 1, 2022 to June 30, 2023.

Cost Estimate	
Task 1. H&H Analysis for Watson Hollow	$40,000
Task 2. Re-calibration of Flood Hydraulic Model	$25,000
Task 3. Alternative Analysis – Flood Flows	$65,000
Task 4. Conceptual Design/Alternative Analysis – Tidal Stages	$80,000
Task 5. Documentation and Feasibility Report	$60,000
Task 6. Coordination and Meetings	$40,000
Amendment 1 (Task 1 to 6)	**$310,000**
Grand Total - Task Order 1 and Amendment 1	**$562,000**

RESOURCE MANAGEMENT ASSOCIATES
WATER RESOURCES ENGINEERING

Appendix E

Little Egbert Restoration Project: Alternatives Screening and Modeling of Water Quality Impacts

SCOPE OF WORK

March 23, 2022

Prepared By:
Resource Management Associates
1756 Picasso Avenue, Suite G
Davis, CA 95618
Contact: Stacie Grinbergs
530-564-7043

BACKGROUND

Little Egbert Tract is an approximately 3200-acre site located in the northern Sacramento-San Joaquin Delta, bounded by Cache Slough on the east and Lindsey Slough and Cache Slough on the north. Restoration of this site is proposed for the purposes of flood protection, tidal marsh restoration and habitat creation.

Previous work was performed using the RMA Delta model to simulate hydrodynamics and salinity impacts of the proposed Little Egbert Tract restoration alone and in combination with restoration of Potrero Marsh and Grizzly King.

APPROACH

The RMA Delta model will be used to simulate hydrodynamics and salinity (modeled as Electrical Conductivity [EC]) impacts of up to three new geometry variations of the proposed Little Egbert Tract restoration. Grid modifications will include updates of the Little Egbert model grid configuration from Alternative 3 to assess new design versions. Restoration simulations will be performed for 2009 - 2010 and compared with model results for the Base case and Alternative 3 configuration that were completed during the earlier modeling effort. Model results will be post-processed to assess X2 impacts and D-1641 compliance. Interim results will be provided in PowerPoint format for screening of design alternatives.

After a final design alternative is selected, additional analyses will be performed, including assessment of cumulative impacts, simulating an additional period, bromide analysis and a tracer simulation for the purpose of assessing possible DOC impacts.

Final results will be reported in a technical memorandum.

TASKS

1. Develop up to three alternative model grids for Little Egbert restoration based on DTMs to be provided by Westervelt.

2. Simulate hydrodynamics and EC for January 2009 – December 2010 for each of the three alternatives.

3. Post process model results to determine:
    - X2 and incremental changes to X2 compared with Alternative 3 results
    - EC and incremental changes to EC at D-1641 stations and water intake locations compared with the Alternative 3 results
    - Potential D-1641 compliance issues

4. Provide results in brief summary report.

5. Develop “cumulative impacts” grids, to include existing and potential future tidal marsh restorations, utilizing RMA’s existing grids for future restorations (note that some grids may require permission from entity who funded original work).

6. For Base case and final selected alternative with cumulative impacts:

    a. Simulate hydrodynamics and EC for January 2009 – December 2010 for each of the three alternatives

    b. Post process model results to determine:
        - X2 and incremental changes to X2 compared with Alternative 3 results
        - EC and incremental changes to EC at D-1641 stations and water intake locations compared with the Alternative 3 results
        - Potential D-1641 compliance issues

7. For Base case and final selected alternative, with and without cumulative impacts:

    a. Simulate hydrodynamics and EC for January – December 2016.

    b. Perform Martinez tracer simulations for January 2009 – December 2010 and January – December 2016.

    c. Evaluate bromide impacts based on EC and Martinez tracer results.

    d. Simulate Little Egbert tracer for January 2009 – December 2010 and January – December 2016.

8. Prepare a technical memorandum describing the modeling study and results.

9. Attend up to 12 virtual meetings.

10. Address reviewer comments (may include reevaluation of existing results, but no additional modeling will be performed).

DELIVERABLES

1. Brief summary report with preliminary modeling results.

2. Technical Memorandum describing the modeling study and final results.

BUDGET ESTIMATE

Task	Task Description	Cost
1	Generate model grids	$26,628
2	Three 2009-2010 hydro and EC simulations	$6,772
3	Post process EC results	$12,210
4	Provide results in brief summary report	$10,210
	Preliminary tasks subtotal	*$55,820*
5	Develop cumulative impacts grids	$6,772
6a	Two 2009-2010 hydro and EC simulations	$4,884
6b	Post process EC results	$7,798
7a	Four 2016 hydro and EC simulations	$8,660
7b	Four Martinez fingerprinting simulations, 2009-2010 and 2016	$4,884
7c	Bromide evaluation for all scenarios, all years	$18,592
8	Little Egbert tracer simulations for all scenarios, all years	$9,296
9	Technical memorandum	$24,868
10	Meetings	$8,044
11	Response to comments	$25,240
	Total, all tasks	$174,858

ESA

2600 Capitol Avenue
Suite 200
Sacramento, CA 95816
916.564.4500 phone
916.564.4501 fax

esassoc.com

Appendix F

March 29, 2022

Greg Webber
WES Ecological Services
600 North Market Blvd., Suite 3
Sacramento, CA 95834

Subject: Little Egbert Multi-Benefit Project –Amendment 1 for Task Order 1 for Environmental Services

Dear Mr. Webber:

ESA is pleased to provide this proposed scope of work to support Westervelt Ecological Services (WES) in the further development of the Little Egbert Multi-Benefit Project (project). We understand that this scope addresses the Phase 1 Implementation Plan under the California Natural Resources Agency (CNRA) agreement with the Little Egbert Joint Powers Authority (LEJPA). This scope of work is an amendment to the agreement executed August 2, 2021. ESA's tasks include coordination (Task 1 continuing), completion of a permitting and environmental documentation strategy plan (Task 2 completion), wildlife survey reporting (Task 3 completion), cultural resources surveys (Task 4 new), and biological technical support of design and alternatives screening (Task 5 new). The period of performance is April 4, 2022 to June 30, 2023. Future work to support environmental documentation and permit applications will be conducted in Phase 2 under a separate task order.

Task 1 – Coordination and Project Management

ESA will continue to coordinate with the WES team on overall progress and status of the project. This task assumes up to two ESA staff will attend monthly meetings during development of the Feasibility Study (assuming 15 months duration from April 2022 through June 2023).

Task 2 – Permitting and Environmental Documentation Strategy Plan

ESA will revise and finalize the Permitting and Environmental Documentation Strategy Plan (strategy plan) developed under Task Order 1, based on comments provided by WES on the draft strategy plan.

Deliverables

- Revised Permitting and Environmental Documentation Strategy Plan

Assumptions

- LEJPA will coordinate and attend any agency meetings; no ESA staff time is budgeted for this coordination.

Task 3 – Biological Surveys

Subtask 3.2: Wildlife Survey Technical Memo

This subtask is amended from the scope in the original agreement as follows. ESA will complete the modified fixed-point wildlife observational surveys (September 2021 – March 2022) under the existing task order (as described under Subtask

3.1 in the original agreement). The methodology and findings from these surveys will be summarized in a brief technical memo that will be submitted to WES. A more detailed Seasonal Wildlife Use Memo and biological resources technical memo will be prepared under a future scope of work.

Deliverables

- Draft and Final Wildlife Survey Technical Memo

Assumptions

- The technical memo will not include previous results (April-August 2020 wildlife surveys) and will not analyze potential wildlife hazards for the Rio Vista Municipal Airport.

Task 4 – Cultural Resources Support

In support of project compliance with Section 106 of the National Historic Preservation Act and the California Environmental Quality Act (CEQA), ESA will: conduct a cultural resources pedestrian survey of those portions of the project area not covered by the cultural resources field surveys for the LET Geotech Project (Subtask 4.1), and develop a draft Cultural Resources Survey Report (CRSR) documenting the results of the cultural resources field surveys and incorporating the cultural resources work conducted for the LET Geotech Project (Subtask 4.2). This scope assumes that an archaeological subsurface survey of previously recorded archaeological site P-48-000117 (within the project area) will be conducted under a future scope of work, and that archaeological evaluative testing will not be required to support project compliance with Section 106. ESA also assumes that all consultation with Native Americans for the project will be conducted by the CEQA lead agency and the lead federal agency. The cultural resources support provided in this scope will involve the subtasks below.

Subtask 4.1: Cultural Resources Pedestrian Survey

ESA archaeologists will conduct an intensive-level archaeological pedestrian survey of all accessible portions of the project area that were not surveyed as part of the LET Geotech Project. ESA architectural historians will conduct a reconnaissance-level architectural survey of any architectural features older than 45 years that are identified by ESA through background research and during the archaeological survey. ESA assumes that the only archaeological resource that will be identified during the survey will be previously recorded Native American archaeological site P-48-000117, and that no archaeological material will be collected. ESA assumes that no more than three architectural resources that were not previously recorded during the LET Geotech Project will be identified during the survey, and that the previously unsurveyed portion of the project area comprises approximately 100 acres. If archaeological resources are encountered that have not been previously recorded and/or evaluated for eligibility for listing in the California Register of Historical Resources (California Register), additional fieldwork (e.g., subsurface survey and/or testing) may be required to do so; ESA can do this work under a scope amendment.

To support consultation for Section 106 compliance, regarding identification and potential avoidance of cultural resources and tribal cultural resources, Tribal representatives may wish to participate the archaeological pedestrian surveys for the project. ESA would coordinate with consulting Tribes to provide one Tribal Monitor for the duration of the

pedestrian surveys. ESA assumes that a Tribal Monitor will be required for no more than one day for the pedestrian survey, and that WES will pay for the Tribal Monitor's time.

Subtask 4.2: Draft Cultural Resources Survey Report

ESA will prepare a draft CRSR for the project, including incorporation, to the maximum extent possible, of applicable background and results from ESA's 2021 Cultural Resources Inventory Report for the LET Geotech Project. The draft CRSR will document the methods and findings from ESA's proposed cultural resources work included in this scope and from the LET Geotech Project Cultural Resources Inventory Report, comprising: background research, CHRIS records searches, Native Americans coordination, outreach to historical societies, maps, surveys, appropriate California Department of Parks and Recreation 523 forms (site records), resource evaluations for National Register- and California Register-eligibility for resources in the project area, and a Section 106 Finding of Effects recommendation. The CRSR will be prepared according to the documentation requirements of California Office of Historic Preservation (SHPO) and Section 106. ESA will submit a copy of the administrative draft CRSR to WES, in electronic format, and will respond to one round of comments, if needed, from WES. ESA will submit the draft CRSR to WES, in electronic format. A final CRSR will be prepared under a future scope of work, after the archaeological subsurface survey of previously recorded archaeological site P-48-000117 is conducted.

This scope assumes that no more than three architectural resources that were not previously recorded during the LET Geotech Project will be identified and that all will be evaluated as not eligible for the National Register and California Register; this scope also assumes that P-48-000117 is National Register- and California Register-eligible, but will not need to be formally evaluated as such, rather it can be assumed National Register- and California Register-eligible for the purposes of the project, and that the project will not adversely affect it.

Deliverables

- Administrative Draft CRSR
- Draft CRSR

Assumptions

- The project area comprises approximately 3,650 acres, of which approximately 100 acres were not surveyed for the LET Geotech Project.
- WES will provide ESA with information on locations of proposed ground disturbance.
- Maximum of 10 hours for ESA coordination time with consulting tribes.
- One Tribal Monitor will be required for no more than one day for the pedestrian survey, and WES will pay for the Tribal Monitor's time.
- No new archaeological resources (i.e., other than material associated with P-48-000117) will be identified.
- Up to three architectural resources that were not previously recorded during the LET Geotech Project will be identified.

- Any architectural resources identified in the project area will be found not eligible for the National Register and California Register, and archaeological site P-48-000117 is National Register- and California Register-eligible but will not need to be formally evaluated and can be assumed National Register- and California Register-eligible for the purposes of the project, and that the project will not adversely affect it.
- A draft CRSR will be prepared; the completion of the archaeological subsurface survey of previously recorded archaeological site P-48-000117 under a future scope of work will be required to finalize the report and support Section 106. Additional resources may be encountered during the future subsurface survey that may change the draft report findings.

Task 5 – Alternatives Design and Screening

ESA will participate in up to four design meetings to provide biological and ecological input on the project design during development of the Basis of Conceptual Design Report. Also as part of the project team's development of the Basis of Conceptual Design Report, an ESA restoration ecologist and/or fisheries biologist will review the draft report provided by WES and provide feedback from a biological and ecological perspective on the design concepts and screening of alternatives.

Deliverables

- Biological/ecological input on the Basis of Conceptual Design Report

Assumptions

- Up to two ESA staff, including a restoration ecologist and fisheries biologist as needed, will attend up to four 2-hour design meetings.

General Assumptions (all ESA Tasks)

The following general assumptions apply to all tasks of this Scope of Work.

- WES will provide one set of consolidated comments on all draft materials submitted by ESA.
- All deliverables will be electronic in Word and pdf, unless otherwise stated.
- Period of performance is April 4, 2022 to June 30, 2023.

Cost

Work described in this Amendment will be completed by ESA for an amount not to exceed **$99,759** (ESA Exhibit A –Cost Proposal) in accordance with the ESA Time and Materials Compensation Schedule that is in effect at the time the work is performed (ESA Exhibit B – Schedule of Fees, updated June 2021).

The original amount of this Contract is $227,245. The amount of this Amendment is **$5,315**. The new total shall not exceed **$232,560** as shown in Table 1. Detailed costs for the work described in this Scope of Work are in Table 2.

Table 1 – Revised Budget

Tasks	Original Task Order				Amendment		Revised Total Budget
	Previous Budget	Invoiced through Feb 2022	March 2022 Estimate	Budget Remaining (approx)	Budget (ESA Attachment A)	Additional / Reallocated Budget	
Task 1 - Coordin and Project Management	41,900.00	26,658.74	*2,700*	12,541.26	14,832.00	2,290.74	44,190.74
Task 2 - Permitting and Env Doc Strategy	43,260.00	27,750.53	*4,100*	11,409.47	15,450.00	4,040.53	47,300.53
Task 3 - Biological Surveys	133,962.00	64,598.25	*4,100*	65,263.75	19,085.90	-46,177.85	87,784.15
Task 4 - Cultural Resources Surveys	0.00			0.00	33,361.70	33,361.70	33,361.70
Task 5 - Alternatives Design and Screening	0.00			0.00	15,954.70	15,954.70	15,954.70
ODC Reimbursable Expenses	8,123.00	2,393.21	*500*	5,229.79	1,075.00	-4,154.79	3,968.21
TOTALS	**$ 227,245.00**	**$ 121,400.73**	**$ 11,400.00**	**$ 94,524.45**	**$ 99,759.30**	**$ 5,315.03**	**$ 232,560.03**

If additional effort is required to complete the scope of work herein, additional scope and/or budget may be necessary. If contract amendments may be necessary, a meeting with WES will be requested and follow-up actions, such as providing a contract amendment request, will be taken as directed by WES. Payment shall be made upon receipt of ESA's invoices, which are submitted monthly.

Thank you for the opportunity to support WES and LEJPA with this noteworthy project. Should you need additional information or have any questions, please do not hesitate to contact me (rswenson@esassoc.com, 916.825.2758) or Jennifer Aranda (jaranda@esassoc.com, 916.231.1277).

Sincerely,

Ramona Swenson PhD CERP
Director / Restoration Ecology Program Manager

Attachments
Exhibit B – Schedule of Fees

cc: Jennifer Aranda, ESA
Erich Fischer, ESA
Mark Young, WES
Tara Beltran, WES

Table 2: Little Egbert Multi-Benefit Project - Amendment 1 Cost Proposal

ESA Labor Detail and Expense Summary

2021 Employee Billing Rates

		PD	Bio PM, Sr. Cultural, Sr CEQA	Sr. Cultural	CEQA PM, Cultural Lead	Permit Lead, Biologist, Cultural/Paleo	Biologist, Cultural, GIS	Cultural Resources, Biologist	Biologist		Production / Graphics	Clerical			
	Labor Category	Senior Director III	Director III	Director II	Managing Associate III	Managing Associate II	Senior Associate II	Associate II	Associate I	*Subtotal*	Project Technician III	Project Technician I	*Subtotal*	Total Hours	Labor Price
Task #	**Task Name/Description**	**$ 325**	**$ 260**	**$ 245**	**$ 220**	**$ 205**	**$ 170**	**$ 135**	**$ 115**		**$ 130**	**$ 90**			
1.0	**Coordination and Project Management**		30		30					*$ 14,400*			*$ -*	60	$ 14,400
2.0	**Permitting & Environ. Doc. Strategy Plan**	2	12	2	24	20	8			*$ 15,000*			*$ -*	68	$ 15,000
3.0	**Biological Surveys**									*$ -*			*$ -*	-	$ -
3.2	Wildlife Survey Technical Memo		4			6	52		60	*$ 18,010*	4		*$ 520*	126	$ 18,530
4.0	**Cultural Resources Support**									*$ -*			*$ -*	-	$ -
4.1	Cultural Resources Pedestrian Survey				20	16		10		*$ 9,030*	4		*$ 520*	50	$ 9,550
4.2	Cultural Resources Survey Report		2	2	48	36	14	6		*$ 22,140*	4	2	*$ 700*	114	$ 22,840
5.0	**Alternatives Design and Screening**	2	32			16		24		*$ 15,490*			*$ -*	74	$ 15,490
Total Hours		4	80	4	122	94	74	40	60	*478*	12	2	*14*	**492**	
Total Labor Costs		$ 1,300	$ 20,800	$ 980	$ 26,840	$ 19,270	$ 12,580	$ 5,400	$ 6,900	*$ 94,070*	$ 1,560	$ 180	*$ 1,740*		**$ 95,810**

ESA Labor Cost	**$ 95,810**
Labor Cost Communicatic 3%	**$ 2,874**
ESA Non-Labor Expenses	
Reimbursable Expenses	$ 575
ESA Equipment Usage	$ 500
Subtotal ESA Non-Labor Expenses	**$ 1,075**
Subconsultant Costs	**$ -**
PROJECT TOTAL	**$ 99,759**

Cost Proposal: ESA Non-Labor Expenses Summary

Reimbursable Expenses		
Mileage	$	500
15%	Fee on Reimbursable Expenses	$ 75
	Total Reimbursable Expenses	**$ 575**
ESA Equipment Usage		
	Computer Time (GIS)	$ 100
	Trimble GPS	$ 400
Total Equipment Usage Costs		$ 500
TOTAL NON-LABOR EXPENSES		**$ 1,075**

Exhibit B

Environmental Science Associates & Subsidiaries
2021 Schedule of Fees

I. Personnel Category Rates

Charges will be made at the Category hourly rates set forth below for time spent on project management, consultation or meetings related to the project, field work, report preparation and review, travel time, etc. Time spent on projects in litigation, in depositions and providing expert testimony will be charged at the Category rate times 1.5.

Labor Category	Level I	Level II	Level III
Senior Director	275	300	325
Director	225	245	260
Managing Associate	190	205	220
Senior Associate	160	170	185
Associate	115	135	145
Project Technicians	90	110	130

(a) The range of rates shown for each staff category reflects ESA staff qualifications, expertise and experience levels. These rate ranges allow our project managers to assemble the best project teams to meet the unique project requirements and client expectations for each opportunity.

(b) From time to time, ESA retains outside professional and technical labor on a temporary basis to meet peak workload demands. Such contract labor may be charged at regular Employee Category rates.

(c) ESA reserves the right to revise the Personnel Category Rates annually to reflect changes in its operating costs.

II. ESA Expenses

A. Travel Expenses

1. Transportation
    a. Company vehicle – IRS mileage reimbursement rate
    b. Common carrier or car rental – actual multiplied by 1.15
2. Lodging, meals and related travel expenses – direct expenses multiplied by 1.15

B. Communications and Project Support Fee

Non-travel expenses incurred for the duration of the agreement for project support but not itemized below, including document retention, delivery and communications. Project labor charges multiplied by 3%.

C. Printing/Reproduction Rates

Item	Rate/Page	Sample Pricing
Black & White – 8.5 x 11	$0.10	
Black & White – 11 x 17	$0.20	
Color – 8.5 x 11	$0.40	
Color – 11 x 17	$0.70	
B&W – Plotter (Toner – ECO Quality)	$0.40/sf	24x36 B/W CAD drawing would cost $2.40 per sheet
B&W – Plotter (Toner – Presentation Quality)	$1.00/sf	24x36 B/W CAD drawing would cost $6.00 per sheet
Color – Plotter (Inkjet – ECO Quality)	$2.00/sf	24x36 Color Drawing would cost $12 per sheet
Color – Plotter (Inkjet – Presentation Quality)	$4.00/sf	24x36 Color Drawing would cost $24 per sheet
CD	$10.00	
Digital Photography	$20.00 (up to 50 images)	
All Other Items (including bindings and covers)	At cost plus 10%	

D. Equipment Rates

Item	Rate/Day	Rate/Week	Rate/Month
Project Specific Equipment:			
Vehicles – Standard size	$ 40[a]	$ 180	
Vehicles – 4x4 /Truck	85		
Vehicles – ATV	125		
Noise Meter	100		
Hydroacoustic Noise Monitoring Equipment	150		
Electrofisher	300	1,200	
Sample Pump	25		
Field Traps	40		
Digital Hypsometer (Nikon)	20		
Stilling Well / Coring Pipe (3 inch aluminum)	3/ft		
Backpack Sprayer	25		
360-Degree 4k Camera	30	120	
Cam-Do Time-Lapse Camera	15	50	180
Beach Seine	50		
Otter Trawl	100		
Wildlife Acoustics Bat Detector	125	400	
Wildlife Trail Camera	30	100	
Fiber Optic Endoscope	125	500	
Spot Light	30		
Spotting Scope	50	200	
Topographic/Bathymetric Survey Equipment:			
Auto Level	40		
Total Station	200	600	
DJI Quad Drone	300	1,200	
RTK-GPS	300	1,200	
RTK-GPS Smartnet Subscription	50	200	
Single-Beam Echoshounder	150	600	
Trimble GPS GeoXT	75	350	900
iPad/Android Tablet + 1m GNSS External Sensor (Trimble R1, Bad Elf)	75	350	900
iPad/Android Tablet + sub-meter Arrow 100/TDC 150	100	400	1,100
iPad/Android Tablet + sub-foot Arrow Gold	200	800	2,800

Item	Rate/Day	Rate/Week	Rate/Month
iPad/Android Tablet only (includes Garmin Glo external sensor)	50	225	600
Laser Level	60		
Garmin GPS or equivalent	25		250
Hydrologic Data Collection, Water Current, Level and Wave Measurement Equipment:			
ISCO 2150 Area Velocity Flow Logger	$ 25	$ 100	$ 350
SonTek IQ-Plus Area Velocity Flow Logger	180	500	1600
Logging Rain Gage	10	40	125
Marsh-McBirney Hand-Held Current Meter	50	200	
FloWav Surface Velocity Radar	50	200	
RBR Virtuoso Wave Pressure Sensor		100	350
SOFAR Ocean Spotter Wave Buoy	30	120	450
Ocean Sensor Systems Sonic Wave Sensor	30	120	450
Logging Water Level - Pressure Transducer	10	30	100
Logging Barometric Pressure Logger	5	15	50
Well Probe / Water Level Meter	20	80	
Bottom-Mounted Tripod / Mooring	25	100	400
Handheld Suspended Sediment Sampler	20		250
Water Quality Equipment:			
Logging Turbidimeter/Water Level Recorder	$ 25	$ 100	$ 400
Logging Conductivity/Water Level Recorder	20	60	200
In-Situ Troll 9500 logging water quality multiprobe		200	800
Logging Temperature Probe	3	10	40
Hach Hand-Held Turbidimeter Recording Conductivity Meter w/Datalogger	50	200	
Refractometer	20	80	
YSI Hand-Held Salinity Meter or pH meter	30	120	
Hand-Held Conductivity/Dissolved Oxygen Probe (YSI 85)	40	160	
HOBO Salinity Gauge			125
HOBO DO/Temp Probe			125
In-Situ Aqua Troll 600 Water Quality Sonde			800
In-Situ VuSitu Telemetry System Hardware			40
YSI 650 with 6920 Multi Probe	180	500	1500
YSI ProDSS Multi Probe	180	500	1500
ISCO 6712 Portable Sampler w/ISCO 2105 Module	40	250	900
Sedimentation / Geotechnical Equipment:			
Peat Corer	$ 75	$ 300	
60lb Helly-Smith Bedload Sampler with Bridge Crane	175	700	
Suspended Sediment Sampler with Bridge Crane	75	300	
Guelph Permeameter	50	200	
Vibra-core	100	400	
Muck Corer	50	200	
Shear Strength Vane	50	200	
Auger (brass core @ $ 5/each)	20	80	
Boats:			
14’ Aluminum Boats with 15 HP Outboard Motor	$ 100	$ 400	
Single or Double Person Canoe/Kayak	30	120	
Small Watercraft Motor	20	100	
20’ Lowe Boat w/115 HP Outboard	300	1,500	
[North River Boat – Ask Matt Silva for Specs and Price]			
17' Boston Whaler w/ 90 HP Outboard	300	1,500	

[a] Actual project charges will be either the IRS mileage reimbursement rate or the daily rate, whichever is higher.

E. Cloud-based Services

Item	Rate/Hour	Rate/Day	Rate/Week	Rate/Month
Cloud-based Services				
Nearmap High Resolution Images		$50/image		
ArcGIS Online Hosting (Web Maps/Apps)				$200
Website Hosting				$200
Custom Application & Services Hosting*				$300*
Modeling (GeoHECRAS, TUFLOW, Delft3D) + Drone Processing	$7	$160	$950	$3,900
Aviation Environmental Design Tool (AEDT) Processing	$13	$190	$1,120	$4,600

*includes support for database, SSL, IT support – costs vary by project. Contact software development services for firm pricing.

III. Subcontracts

Subcontract services will be invoiced at cost multiplied by 1.15.

IV. Other

The fees above do not include sales tax. Any applicable or potential sales tax will be charged when appropriate.

V. Payment Terms

Unless otherwise agreed in writing, ESA will submit invoices on a monthly basis. Any unpaid balances shall draw interest at one and one half percent (1.5%) per month or the highest rate allowed by law, whichever is lower, commencing thirty (30) days after date of invoice. All invoices not contested in writing within fifteen (15) business days of receipt are deemed accepted by Client as true and accurate and Client thereafter waives any objection to Clients invoices, which are payable in full.

HELM BIOLOGICAL CONSULTING
A Tansley Team Division
4600 Karchner Rd, Sheridan, CA 95681

Exhibit A

SCOPE OF WORK, SCHEDULE, AND COST ESTIMATE FOR REVISING THE FEDERALLY-LISTED LARGE BRANCHIOPOD HABITAT ASSESSMENT FOR THE LITTLE EGBERT TRACT, SOLANO COUNTY, CALIFORNIA

SCOPE OF WORK

Task 1. Revising the Habitat Assessment for Federally-listed Large Branchiopods

This Task includes five Subtasks as defined below.

Subtask 1.1. Conduct Dry-season Sampling for Federally-listed Large Branchiopods. Helm Biological Consulting (HBC), a division of Tansley Team, Inc., will request approval from U.S. Fish and Wildlife Service (USFWS) to conduct dry-season sampling in accordance with permit TE-795930-10.2 of Section 10(a)(1)(A) of the federal Endangered Species Act, 16 U.S.C. 1531 *et seq*., and its implementing regulations. HBC will perform protocol-level dry-season surveys for the presence of large branchiopods (e.g., fairy shrimp, tadpole shrimp) that are listed as threatened or endangered under the federal Endangered Species Act (e.g., the threatened vernal pool fairy shrimp [*Branchinecta lynchi*]) at the Little Egbert Tract (LET), Solano County, California.

Dry-season sampling will commence after receiving confirmation to proceed from USFWS. Unless otherwise instructed by the Client, HBC will collect soil samples from all habitats onsite that have potential to support large branchiopods. Once collected, the soil samples will be transported to HBC's laboratory where they will be processed and viewed for evidence of federally-listed large branchiopods (i.e., cysts [embryonic eggs] of fairy shrimp and tadpole shrimp).

If large branchiopod cysts are found within the collected soil samples, this scope of work includes hatching cysts and rearing hatchlings to maturity for positive identification of species (See Subtask 1.2 below).

Subtask 1.2. Conduct Cyst Culturing for Federally-listed Large Branchiopods. Because there are species within the genus *Branchinecta* (*B. lindahli*, *B. lynchi*) that could occur or are known to occur within the Project vicinity, positive species identification would be necessary if *Branchinecta* cysts were observed from collected soils. As such, HBC will only be responsible for attempting to hatch the cysts belonging to the genus *Branchinecta* and rearing the young to adulthood for positive identification of species.

HBC will transfer the soils containing the *Branchinecta* sp. cysts to the appropriate containers. The containers will be placed into an incubator (environmental chamber) and soils prepared (wet and dry cycles) prior to final inundation. The incubator will be set to mimic winter surface weather conditions (e.g., daily ambient temperature, photo period, etc.) at the Project site. The containers will be viewed daily for hatchlings. Once hatched, the young (instars) will be fed a diet of ground fish food until they reach maturity. Once mature, they will be identified to species, using current keys and HBC's large branchiopod specimen reference collection.

This task includes three hatching attempts. HBC does not guarantee the success of the hatching attempts or the success of raising the young to maturity.

Subtask 1.3 Prepare Letter Report. HBC will prepare a brief report describing the methods and results of the dry-season sampling and culturing efforts. The report will be submitted to the Client. The Client will have only 30 days to review and comment on the report. After 30 days, the report will be submitted to USFWS and California Fish and Wildlife (CDFW) as required by permit TE-795930-10.2 of Section 10(a)(1)(A) of the federal Endangered Species Act, 16 U.S.C. 1531 *et seq*., and its implementing regulations.

HBC will incorporate the results of the dry-season sampling and culturing efforts into an annual report as required by the USFWS for compliance with permit TE-795930-10.2 of Section 10(a)(1)(A) of the federal Endangered Species Act, 16 U.S.C. 1531 *et seq*., and its implementing regulations.

Subtask 1.4. Revised the Large Branchiopod Habitat Assessment Report for LET. HBC will revise the large branchiopod habitat assessment with the results from the dry-season sampling and cysts culturing subtasks described above. A part of this effort, a new habitat map for potential federally-listed large branchiopods will be produced. The Client will have only 30 days to review and comment on the report before it is finalized.

Subtask 1.5. Ongoing Team Coordination. HBC will be available to assist Client with project efforts for LET. This task includes up to 76 hours of coordination with Client and other consultant including meetings, document review, and field surveys.

WORK SCHEDULE

Subtask 1.1 will be initiated after receiving authorization to proceed from the Client and USFWS and is expected to be completed within 15 days after the collection of soils. Subtask 1.2 is expected to be finished within 3 months after the completion of Subtask 1.1. Subtask 1.3 is expected to be completed with 15 days after the completion of Subtask 1.2. Subtask 1.4 will be completed with 30 days of the completion of Subtask 1.3. Subtask 1.5 schedule will be dependent of the project schedule and client and subconsultant task workload.

COST ESTIMATE

A cost estimate is provided in Table 1. This cost estimate is valid for 30 days from the date of this Scope of Work. Cost estimates may be re-evaluated if Client places a hold on the project longer than 60 days.

Table 1. Estimated Cost

Tasks and Subtasks	Staff Hours	Staff Costs	Direct Costs	Total Costs
Task 1. Revised Large Branchiopod Habitat Assessment Report				
Subtask 1.1. Conduct Dry-Season Surveys for Federally-Listed Large Branchiopods	30	$4,350	$100	**$4,450**
Subtask 1.2. Conduct Cysts Culturing for Federally- Listed Large Branchiopods	20	$2,900	$50	**$2,950**
Subtask 1.3. Prepare Letter Report	8	$1,160		**$1,160**
Subtask 1.4. Revised the Large Banchiopod Habitat Assessment Report	16	$2,320		**$2,320**
Subtask 1.5. Ongoing Team Coordination	76	$11,020	$100	**$11,120**
Total	**150**	**$21,750**	**$250**	**$22,000**

The estimated costs were derived with the following assumptions:

- Access to all lands in the Project will be granted simultaneously. As such, return visits due to access constraints will not be required.

- A maximum of twenty-five (25) seasonally inundated basins will be sampled for large branchiopods using dry-season techniques on site. A $145 fee will be added

to the total cost for each additional basin over the twenty-five (25) original basins proposed for sampling using dry-season techniques.

- Hatching attempts will be performed on soils collected from a maximum of twenty-five (25) basins.

- A maximum of three hatching attempts will be performed on each soil sample.

- HBC does not guarantee the success of the hatching attempts or the success of raising the young to maturity

- The Client will receive one electronic copy of the final report. Hard copies will be provided at an additional fee.

Appendix H

March 28, 2022

Mr. Greg Webber
Westervelt Ecological Services
600 North Market Boulevard, Suite 3
Sacramento, California 95834
E-mail: gwebber@westervelt.com

Re: **Land Surveying Proposal for Little Egbert Tract, Rio Vista, California**

Dear Mr. Webber:

Laugenour and Meikle is pleased to present this proposal for civil engineering and land surveying services for the above referenced project. A detailed description of the services to be provided is included in the attached Exhibit "A", Scope of Services & Compensation, which reflects the standard items of work required for this type of project.

The following Proposed Project Task 2 Scope of Work to be provided by Laugenour and Meikle (LM) includes base map and AutoCAD drawing preparation for the Little Egbert Multi Benefit Project (LET). All AutoCAD drawings shall be in California State Plane Coordinate System, Zone II, Datum NAD83 coordinates with the vertical datum in N.A.V.D. 88. The base drawing shall include the final tin surface for the Project Area to be used by all trades from design to construction phases of the Project.

If you have any questions or comments, please call.

Sincerely,

LAUGENOUR AND MEIKLE

Christopher W. Lerch, Principal, L.S.

Enclosure

AUTHORIZATION TO BEGIN WORK PRIOR TO CONTRACT PREPARATION:

CLIENT SIGNATURE **DATE**

EXHIBIT "A"

SCOPE OF SERVICES & COMPENSATION

I. SCOPE OF SERVICES:

Task 2-A – Topography:

Prepare Consolidated DTM model, and associated .dwg topo file with 1.0-foot site contour elevations that include fields, ditches, roads, etc., using ground surveys, photogrammetry and bathymetric surveys.

a. LM 1.0-foot contour surveys along all levees and sloughs (see Attachment A).

b. PointCo provided break lines and point grids as necessary to create 1.0-foot contour map for interior site elevations that include fields, ditches, roads, etc. (see Attachment A). Coordinate with PointCo for existing aerials of Project Area.

c. LM surveys of features interior to Little Egbert Tract not covered by aerial photos (Channel bottoms, features under vegetation). Additional drone flights where needed for better definition.

d. CBEC/DWR Bathymetric integration as needed (LM with HDR and MBK input) along the complete Easterly boundary of the Project Area – 100± feet from water's edge.

e. Collect elevations top, center, top on the west levee of the Ryer Island approximately 4± miles at 100-foot intervals.

f. Principal-in-Charge and Project Manager to attend weekly meetings (assumes 10 hours).

Task 2-B – Planimetrics:

a. Compile and prepare .dwg base map including the following planimetric information:

i. Legal Survey Boundaries:

1. LET property boundary - plot and verify boundary from recent ALTA survey by others.
2. Powell property boundary - plot and verify boundary from recent ALTA survey by others.
3. RD 2084 boundary - research records maps and deeds, field survey to collect boundary data, plot boundary.
4. Plotted Easements and exclusions – verify easements, plot locations, and work with Title Company.
5. APN and landowner information for surrounding parcels – including current deeds and record mapping.

ii. Horizontal Position, Vertical Position, And Description Of Above Ground Structures. Examples Include But Are Not Limited To:

1. Water control infrastructure (pumps, lift basins, siphons etc.) – wells and standpipes.
2. Culverts – type of material and sizes, if possible.
3. Power poles/electrical and phone with or without transformers.
4. Fences, gates and type of materials.
5. Outbuildings and any other type of structure.
6. Road edges (gravel and asphalt) and ramps.
7. Concrete pads.

iii. Horizontal Position, Vertical Position, And Description Of Below Ground Structures. (Initial Identification May Be An Ongoing Task See 2-D Below) Examples Include But Are Not Limited To:

1. Oil and Gas wells – locate all wells (36-40) per DOGGR coordinates/well casings with metal locator. Shoot vertical positions after exposed by others, at a later date.
2. Oil and gas pipeline alignments - locate underground pipelines from as-built files and physical inspection.
3. All levee penetrations - locate underground pipelines from as-built files and physical inspection.
4. Drainage inlets, boxes, invert/flow line information – included in Task 2-B, ii, 2, if possible.

iv. Other:

1. Trees (validated from biologist survey to include trees 4 inches DBH and larger) – coordinate with biologist and/or arborist.
2. Tree drip lines (validate the current effort and revise, if needed) – coordinate with biologist and/or arborist.
3. Sensitive tree and shrub species occurrences under 4 inches DBH as necessary– coordinate with biologist and/or arborist.

Data Shall Be Acquired From The Following Sources:

b. Reviewed and validated Alta Surveys prepared by others (see attachment ALTA Surveys).

c. Reviewed PointCo point and line files as needed to fill in gaps.

d. Reviewed and validated point and polygon data from Helm Biological.

e. LM site survey data.

Task 2-C – Control Network:

a. Establish control point network on site and deliver data in .csv format files that can be used by project engineers, contractors and other trades to establish survey control on the site. Include control points in CAD files, table summary of control points. Numbers, locations (N/E), elevations, and descriptions. Provide any combined scale factors.

b. Provide a stamped/signed survey report that includes control, summary of data sources, and other information related to surveys, DTM/Topo/Planimetric development.

Task 2-D – Ongoing Work:

a. Work with project team to record and review legal survey to meet DWR land acquisition standards.

b. Re-record easements with no geo-spatial extents (includes coordination with landowners and easement holder).

c. Identify easements that need can be abandoned outright – coordinate with Title Company and attorneys with easements validity.

d. Re-establish/check control network throughout project timeline.

Task 2-E – Additional Tasks:

a. Bathymetric survey of cross channel at 100-foot intervals. LM will use bathymetric sonar when water way is cleared of vegetation by others.

b. Expanded cope 2B, a, iii, 1. Mapping and daylighting the gas wells on site (24).

c. Expanded scope 2B, a, iii, 1. Mapping and daylighting gas line on site.

Deliverables:

a. LM to provide full size (24” x 36”) and 11” x 17” reductions of any plans created.

b. LM to provide updated drawing and .xml after new information is added.

c. LM to provide Survey Report.

II. COMPENSATION:

Our estimated time and materials cost for the components of this project are in accordance with Laugenour and Meikle's prevailing wage rates as indicated in the following Rate Schedule (Exhibit "B"), and will not be exceeded without Client approval, for the above referenced work as follows:

Project Task:

2-A.	Topography	$ 51,640.00
2-B.	Planimetrics	$ 70,000.00
2-C.	Control Network	$ 20,000.00
2-D.	Ongoing Work	$ 32,680.00
2-E.	Additional Tasks	$ 25,000.00

ESTIMATED PROJECT TOTAL $199,320.00

These costs are based on the following Laugenour and Meikle Prevailing Wage Rate Schedule (Exhibit "B"). Government agency fees are not included in this cost proposal.

III. EXCLUSIONS AND/OR RESPONSIBILITIES OF CLIENT OR OTHERS:

1. To provide Geotechnical Reports upon which Consultant can rely in performing services, including provision for review and approval of Consultant's improvement and grading plans by Client's geotechnical consultant, if required.
2. The design of walls, fences, retaining walls, or soundwalls of any kind and calculations as may be required by the public agency to obtain approvals.
3. To provide Consultant with current title reports, including supporting documents for project site and adjacent properties.
4. Design of dry (electric, gas, telephone and cable television) utility systems.
5. Any structural, acoustical, electrical, geotechnical engineering, traffic engineering for signal design or landscape architecture.
6. Client agrees consultant will not perform on-site construction review, construction management, supervision of construction of engineering structures, or other construction supervision for this project unless specifically provided for in another Agreement.
7. All investigations, work responsibilities, duties, or acts related to or involving archeological resources, endangered species or wetlands and asbestos, pollutants, or contaminants in the atmosphere, on the surface, or in the subsurface.
8. All work pertaining to environmental impact report mitigation monitoring, if required. Client agrees to assume complete responsibility and liability for changes in design, construction quantities, project cost, etc., whenever Client uses unsigned or unapproved survey maps or construction drawings for bidding or construction purposes.

9. To bear the cost of excavation and exposing ("potholing") utility locations, and/or video inspections thereof, both on-site and off-site, if, in the opinion of the Consultant, it becomes necessary and desirable to do so in order to ascertain precise utility condition, location or elevation information. Consultant will not be responsible for the condition, location or depth of existing underground utilities which are shown on the plans based on utility company, agency or Client records.
10. The improvements are designed with the intent that the firm, Laugenour and Meikle, will be performing the construction staking for the complete project. If, however, another firm should be employed to use the design plans for construction staking, Laugenour and Meikle will not assume any responsibility for errors or omissions, if any, which might occur and which could have been avoided, corrected or mitigated if Laugenour and Meikle had performed the staking work.
11. All submittals of plans/reports for Agency approval are the responsibility of the Client.
12. Any regulatory agency related fees for submitting, checking, filing, inspection, performance of services, etc. are the responsibility of the Client.
13. SWPPP implementation and monitoring.

EXHIBIT "B"

RATE SCHEDULE

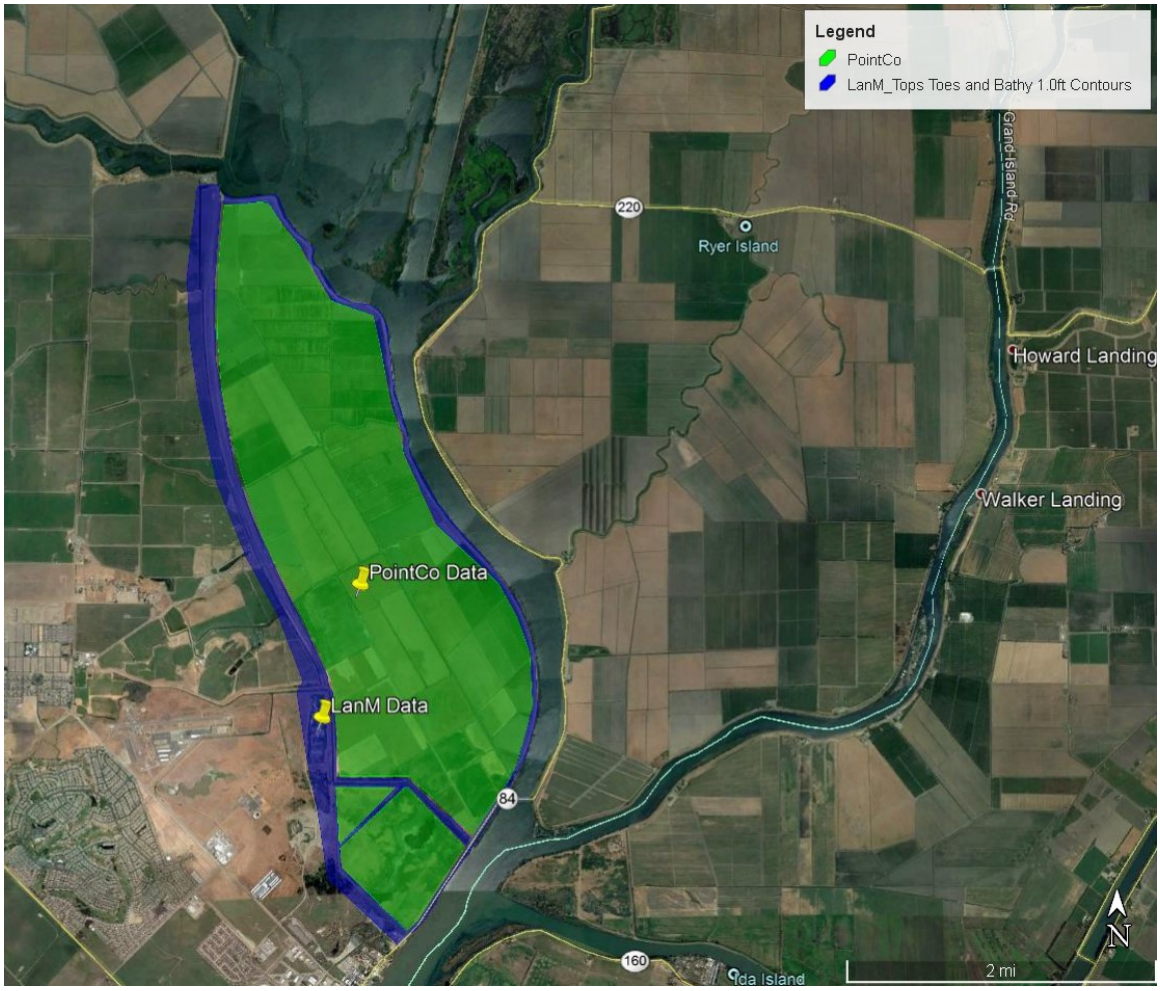
PERSONNEL CLASSIFICATION	RATE PER HOUR
Principal Engineer	$230.00
Principal Surveyor	$230.00
Senior Engineer/Project Manager	$215.00
Senior Engineer	$205.00
Senior Surveyor	$205.00
Associate Engineer	$190.00
Surveyor	$180.00
Assistant Surveyor	$165.00
Assistant Engineer	$175.00
Assistant Project Manager	$165.00
Junior Engineer	$155.00
Technician 3	$155.00
Technician 2	$140.00
Technician 1	$100.00
Clerical	$ 70.00
Accounting	$110.00
Survey Party, 1-Man*	$200.00
Survey Party, 1-Man Travel*	$175.00
Survey Party, 2-Man*	$305.00
Survey Party, 2-Man Travel*	$245.00

REIMBURSABLES:

Aerial Drone	—	$500.00 per Aerial Model
Field Materials	—	Charged at cost plus 10%
Reproduction Items	—	Charged at cost plus 10%
Subconsultants	—	Charged at cost plus 10%
Fees	—	Charged at cost plus 10%
Agency/Utility Maps/Plans	—	Charged at cost plus 10%

* Public Works Prevailing Wage Rate

Attachment A



March 30, 2022

Mr. Mark Young
Westervelt Ecological Services
600 North Market Blvd, Suite 3
Sacramento, California 95834

Reference: Scope and Fee Estimate for Preliminary Design in support of a Feasibility Study for the Little Egbert Tract – Task Order 1 Amendment 1

Mr. Young,

HDR Engineering, Inc. (HDR) is presenting this scope and fee estimate for 10% Design services in support of the Feasibility Study being prepared by Westervelt Ecological Services (WES) for the Little Egbert Tract.

PROJECT UNDERSTANDING

The Little Egbert Tract is approximately 3,100 acres of agricultural land located within the lower reach of the Yolo Bypass north of the city of Rio Vista. A feasibility study was previously completed for the tract with the intent of identifying alternatives that integrate habitat, provide flood risk reduction, and provide agricultural benefits. The feasibility study was completed in December of 2018 and identified two potential alternatives for further evaluation.

WES and the Little Egbert Joint Powers Authority (LEJPA) intend to conduct additional studies to refine alternatives further. In support of this goal, HDR previously prepared and submitted a scope of work that includes the tasks show in the table below. A Notice to Proceed was provided in July of 2021 and then various aspects of the work commenced.

Based on recent discussions with WES, the project approach has since changed and an updated Feasibility Study is now required. Therefore, HDR's Task Order 1 scope is being amended as shown in Table 1 below. This amendment supersedes scope and deliverable requirements established as part of Task Order 1.

hdrinc.com

2365 Iron Point Road, Suite 300, Folsom, CA 95630
T: 916.817.4700 **F:** 916.817.4747

Table 1 – Amendment Understanding

Task Order 1	Task Order 1 Amendment 1	Notes
Task 1: Project Management and Meetings	Extend task to July 2023	Task Order 1 completion is August 2022
Task 2: Master Project Schedule	Deleted remainder of Scope	A Master Project Schedule was prepared and submitted. Quarterly updates not completed. Stop work and reallocate remainder of budget to new Task 11
Task 3: Review Relevant Project Information	*Complete*	*All work associated with this task has been completed*
Task 4: Field Reconnaissance	No change from Task Order 1	Keep task
Task 5: Project Approach and Objectives	Stop work and reallocate remainder of budget	Task 5 was combined with Task 6. Work is approximately 90% complete
Task 6: Basis of Design Report	Stop work and reallocate remainder of budget	Work is approximately 90% complete
Task 7: Technical Support	Stop work on Task 7.2 and reallocate remainder of budget	Keep Task 7.1 for Geotechnical support.
Task 8: Envision Certification Consideration	Stop work and reallocate remainder of budget	Task 8.1 completed
Task 9: Conceptual Design	Stop work and reallocate remainder of budget	Work started
Task 10: Bifurcation Assessment of the Project	No change from Task Order 1	Work not started; keep task
NA	Task 11: Feasibility Study Report Support	New task

TASK 1. PROJECT MANAGEMENT AND MEETINGS

1.1 Project Management Plan and Quality Control Plan

HDR will update the Project Management Plan (PMP) and Quality Management Plan (QMP) prepared as part of Task Order 1.

The PMP will include an updated scope of services, anticipated schedule, budget, communication protocols, document control, cost controls, invoicing procedures, and reporting. The QMP will be updated to identify new deliverables and assign new reviewers as applicable.

Deliverables:

- Draft PMP and Draft QMP (PDF).
- Final PMP and Final QMP (PDF).

Assumptions:

- This amendment extends from April 2022 to July 2023.

1.2 Meetings

HDR will continue to attend coordination meetings with representatives of the LEJPA and WES team through the duration of the work. Meetings will inform the LEJPA and WES team members of progress to date, interdependencies of work products, key issues, and critical activities. The following meetings are anticipated:

- Monthly coordination meetings with representatives from LEJPA and WES.

Deliverables:

- Meeting notes.

Assumptions:

- LEJPA/WES team coordination meetings will be held monthly and attended by one or two HDR professionals, as needed. Anticipated meeting duration is three hours each.
- HDR will hold internal team meetings to facility work, staffing, and submittals.

1.3 Monthly Progress Reports and Invoices

HDR's project manager will provide monthly invoices and project progress reports to WES. The project progress reports will provide a summary of the work performed during the month, activities planned for the following month, and current task order budget and schedule status. The project progress reports will identify technical, budget, or schedule issues

Deliverables:

- Monthly invoices and progress reports.

Assumptions:

- Invoicing duration for this amendment is from April 2022 to July 2023.

TASK 2. MASTER PROJECT SCHEDULE

This amendment deletes the remainder of Task 2 scope. The task number is being preserved for continuity.

Deliverables:

- None.

Assumptions:

- Remaining budget will be reallocated to other tasks.

TASK 3. REVIEW RELEVANT PROJECT INFORMATION

Work associated with this task is completed. The task number is being preserved for continuity.

Deliverables:

- None.

Assumptions:

- None.

TASK 4. FIELD RECONNAISSANCE (no change from Task Order 1)

HDR will conduct a one-day field reconnaissance of the project area. The intent of the field reconnaissance is to confirm field conditions relative to as-built documents. Photographs of site features will be taken, and general observations of site conditions will be recorded. Relevant observations and photos of field conditions will be summarized in the Basis of Conceptual Design Report as applicable.

Deliverables:

- Site photos (digital copies in .jpeg format).

Assumptions:

- Three team members for eight hours will conduct the reconnaissance.
- Permission to enter the site and gate keys, if required, will be provided to HDR.

TASK 5. PROJECT APPROACH AND OBJECTIVES

This amendment deletes the remainder of Task 5 scope. The task number is being preserved for continuity.

Deliverables:

- None.

Assumptions:

- Remaining budget will be reallocated to other tasks.

TASK 6. BASIS OF CONCEPTUAL DESIGN REPORT

This amendment deletes the remainder of Task 6 scope. The task number is being preserved for continuity.

Deliverables:

- None.

Assumptions:

- Remaining budget will be reallocated to other tasks.

TASK 7. TECHNICAL SUPPORT

7.1 Geotechnical Support (no change from Task Order 1)

Hultgren Tillis Engineers (HT) will function as the lead geotechnical engineer for the conceptual design and will prepare the relevant geotechnical reports including a Subsurface Exploration Work Plan and a Geotechnical Problem Identification Report. HDR will be in a support role to HT and provide geotechnical-related input and reviews to both the exploration plan and problem identification effort.

Reviews and support are anticipated to include meetings with HT to discuss the geotechnical approach, review of subsurface information, review of applicable lab test results, collaboration regarding locations of explorations, reviews of levee cross sections, reviews of selected geotechnical parameters and analyses, reviews of representative cross sections selected for analysis, confirmations of identified problems, input into and reviews of potential solutions to address identified problems, and reviews of figures, analyses, and reports.

Deliverables:

- None.

Assumptions:

- Site characterization plans and supporting documents to be developed by HT.
- Problem identification and Problem Identification Report to be prepared by HT.

7.2 Hydrologic and Hydraulic (H&H) Modeling Support

This amendment deletes Subtask 7.2 scope. Task number is being preserved for continuity.

Deliverables:

- None.

Assumptions:

- Remaining budget will be reallocated to other tasks.

TASK 8. ENVISION CERTIFICATION CONSIDERATION

8.1 Envision Overview Presentation

Work associated with this subtask is completed. The subtask number is being preserved for continuity.

Deliverables:

- None.

Assumptions:

- Remaining budget will be reallocated to other tasks.

8.2 Envision Evaluation (no change from Task Order 1)

HDR will conduct an in-depth Envision Evaluation of each of the three project alternatives related to the 59 Envision credits and assess the likelihood of each alternative achieving an Envision Rating. The Envision team will conduct a project evaluation meeting with the LEJPA and WES team to confirm assumptions, gather information to establish the potential range of Envision verification levels, and review assumptions regarding required documentation to meet the criteria for each credit.

8.2.1 Internal Initial Envision Assessment

The initial Envision assessment will include the following:

- Review existing and new documentation available for each of the three alternatives and note the documents relevant to an Envision assessment.
- Determine the applicability and viability of each credit to each alternative (those that are deemed not applicable to the project are noted and removed from the verification scoring calculation).
- Provide initial assessment of the baseline level of achievement for each credit, using HDR's Envision workbook as an evaluation and recording tool.
- Identify opportunities for incremental improvements in sustainable performance during planning, design, and construction.
- Note the likely source/owner of potential documentation needed to verify credit achievement.
- Send a list of focused questions to LEJPA, WES, and the project team in advance of the meeting so responses can be discussed at the meeting in next subtask.

Deliverables:

- List of focused questions.

Assumptions:

- None.

8.2.2 Project Evaluation Meetings

HDR will lead a series of project evaluation meetings with LEJPA, WES, and stakeholders as appropriate (12 attendees maximum at two four-hour meetings). HDR will coordinate with this group to develop an agenda based on Envision criteria/topics and to identify appropriate project staff that need to attend each meeting segment. HDR anticipates12 project team and client attendees at one time and eight hours of meetings attended by up to four HDR staff. During these meetings HDR will:

- Review applicable credits and discuss initial assessment, ask focused questions based on those raised during initial assessment, and apply the responses to determine the potential Envision verification range that is reasonably expected (Verified, Silver, Gold, or Platinum).
- Evaluate at a high-level what additional elements might be needed to increase the Envision verification level.
- Review anticipated sources of documentation needed for each credit criteria and discuss additional resources.
- Discuss potential innovation credits; innovation credits are defined as “the application of innovative methods which advance the state of the art for sustainable infrastructure.”

Deliverables:

- Project evaluation meeting agenda by Envision criteria/topic.

Assumptions:

- Number of meetings, size, and duration as indicated above.

8.2.3 Envision Evaluations and Recommendations for Integrating Envision/Sustainability into Project Planning

HDR will lead a meeting to review and discuss the Envision evaluations with the LEJPA, WES, and other stakeholders (12 attendees plus an additional 4 HDR staff at one 1-hour meeting). During this meeting HDR will discuss draft recommendations for integrating Envision/sustainability in project planning. HDR will map Envision to CEQA to cross-reference applicable Envision criteria to CEQA elements, to indicate where Envision criteria should be considered during the CEQA analyses.

Deliverables:

- Envision evaluation presentation slides (PDF).

Assumptions:

- Meeting size and duration as indicated above.

8.2.4 Compile the Envision Evaluation

HDR will prepare a summary of the Envision Evaluation Workshop. This summary will record evaluation conversations, compare and contrast the three alternatives, and suggest recommended strategies to integrate sustainability and Envision principles into alternatives to improve sustainable performance. HDR will provide the finalized cross-reference map of the comparison of Envision to CEQA with recommendations to confirm that Envision criteria are considered during the CEQA analyses. HDR will also prepare a summary of the potential next steps for facilitating the Envision verification process for the selected project alternative. The fee for carrying out these next steps is not included in this scope and is assumed to be part of the project's follow-on phases.

Deliverables:

- Little Egbert Alternatives Envision Evaluation Workshop Summary (PDF).
- Copy of Envision workbook (PDF).
- Potential Next Steps for Envision Verification, Little Egbert Project.

Assumptions:

- Evaluation of Envision's 59 credits will occur for three project alternatives.
- Project meetings will be for the duration indicated and attended by HDR as indicated.
- The project evaluation meetings with LEJPA will be held via conference call/video over two days, planned for four hours each day.
- The project evaluation meetings with the client will be conducted to provide a foundation for supporting the selected alternative to proceed with Envision verification submission.
- Existing and new documentation for each of the three project alternatives will be made available to HDR in a timely manner to be completed on schedule.
- The Envision verification process (facilitation and documentation) is not included in this scope.

TASK 9. CONCEPTUAL DESIGN

This amendment deletes the remainder of Task 9 scope. The task number is being preserved for continuity.

Deliverables:

- None.

Assumptions:

- Remaining budget will be reallocated to other tasks.

TASK 10. BIFURCATION ASSESSMENT OF THE PROJECT
(no change from Task Order 1)

HDR will work with the LEJPA and WES team to assess the potential for bifurcating the project to meet SAFCA mitigation requirements. Work anticipated as a part of this task may include preparing figures showing alternative layouts, updating cost estimates prepared as a part of Task 11 below, and coordinating with the LEJPA and WES team.

Assumptions:

- Up to four meetings to discuss the intent and goal of bifurcating the project to be attended by two HDR professionals; anticipated meeting duration is four hours each.

Deliverables:

- Figures and updated cost estimates (PDF).

TASK 11. FEASIBILITY STUDY REPORT SUPPORT

HDR will prepare a standalone civil appendix summarizing civil evaluations of flood control related features and alternatives and an opening through State Route (SR) 84 (anticipated to be a bridge). Flood control related features include the Reclamation District 536 Levee, Solano County Levee 44, Mellin Levee, and Mellin Extension Levee. The specific tasks to be completed are outlined below.

11.1 Initial Conceptual Alternatives

HDR will collaborate with the LEJPA and WES team to formulate the initial conceptual alternatives for the levees identified above. The initial alternatives will be formulated by combining compatible levee rehabilitation measures and will represent various approaches to meeting project objectives. Alternatives will be screened, in coordination with LEJPA and WES, to identify the appropriate alternatives to carry forward into the conceptual design phase.

Deliverables:

- Initial Conceptual Alternatives descriptions and exhibits of measures (PDF).

Assumptions:

- Alternatives associated with habitat, recreation, new levee breaches, and erosion protection will be developed by other team members.
- LEJPA and WES acceptance of initial conceptual alternatives will be received prior to start of the screening and evaluation task.
- Written descriptions and exhibits developed as a part of this task will be part of the overall Civil Appendix prepared as part of Task 11.5 (i.e., not standalone).

11.2 Initial Screening and Select Conceptual Alternatives for Evaluation

The initial alternatives accepted as part of Task 11.1 will be assessed against project-specific criteria. It is anticipated that project-specific criteria will be developed in coordination with LEJPA and WES and provided to HDR. The assessment will be largely qualitative. The initial alternatives will be assessed based on their ability to satisfy overall objectives and meet project criteria. The screening will be completed with close coordination and input from the LEJPA and WES team. The results of this initial screening will be used to reduce the number of selected alternatives for the evaluation phase down to a maximum of five (one no action alternative and up to four alternatives with various improvements).

Deliverables:

- Updated Conceptual Alternatives figures and descriptions of measures (PDF).
- Summary of alternatives screening assessment (PDF).

Assumptions:

- Written descriptions and figures developed as a part of this task will be part of the of the overall Civil Appendix prepared as part of Task 11.5 (i.e., not standalone).
- Up to three alternatives will be selected for Conceptual Designs.

11.3. Conceptual Designs

Based on the work performed under Task 11.2, HDR will conduct conceptual-level designs of the civil works-related key features for up to four alternatives. The results will define feasible project alternatives that could be carried forward into future design development phases and CEQA analyses.

Key features that will be evaluated are anticipated to consist of levees, tide gates, roads and bridges, and/or modifications to existing utilities. Levee remedial measures are anticipated to include geometry corrections, cutoff walls, and seepage berms.

Conceptual level designs prepared by HDR will focus on civil (levees), transportation (SR 88 opening), and utilities for each alternative and would be progressed to an adequate level of detail (10% Design) to develop Opinions of Probable Construction Costs (OPCC). Existing features and site constraints (e.g., access, working room, borrow and availability of materials) will be considered and incorporated into the conceptual design.

Development of conceptual designs and drawings will require coordination with the WES team. HDR will coordinate with the team (MBK for hydraulics, HT for geotechnical, WES for restoration, CBEC for scour protection and wind/wave runup, and ESA for environmental permitting) during

design development. It is assumed that each team will develop designs and drawings for their respective disciplines.

The following conceptual level design drawings will be prepared for each conceptual design alternative:

- Location of existing key features, site topography, and existing utility information (up to 2 sheets).
- Site access, staging, and borrow sites (up to 1 sheet).
- Plan views and cross sections depicting the sizes, types, and locations of levees, opening through SR 84, and utilities (up to 5 sheets).
- Profile views where appropriate (up to 4 sheets).

Assumptions:

- Previously prepared plans, designs, site topography, existing planimetric information, and existing utility information to be provided by others.
- One set of plans will be prepared for each alternative.
- Conceptual drawings will be developed to an appropriate level to prepare conceptual level OPCC.
- Borrow sites will be identified by HT. Development of borrow specific plans is not anticipated at the conceptual level.
- Restoration specific designs and drawings will be prepared by others.
- Hydraulics information will be provided by others.
- Scour protection design and drawings will be prepared by others.
- Environmental permitting will be completed by others.
- Designs and plans developed as a part of this task will be part of the overall Civil Appendix prepared as part of Task 11.5 (i.e., not standalone).

Deliverables:

- 11” x 17” feasibility level plans for each alternative (PDF)

11.4. Conceptual Opinion of Probable Construction Costs

HDR will develop quantities and one OPCC for each of the alternatives. Quantities and OPCCs will be prepared in Microsoft Excel spreadsheets. The OPCC will be a Class 5 estimate in accordance with AACE 18R-97 guidance.

Assumptions:

- Quantities will be developed for key features only.
- Other disciplines will develop quantities and estimates for their designs. HDR will coordinated as needed to vet unit costs and cost estimating concept.
- A cost range will be provided for each alternative consistent with a Class 5 estimate.
- The OPCC developed as a part of this Task will be part of the overall Civil Appendix prepared as part of Task 11.5 (i.e., not standalone).

Deliverables:

- Class 5 OPCC for each alternative (PDF)

11.5. Civil Appendix

HDR will prepare a Civil Design Report summarizing the analyses, alternatives, screening, conceptual designs, drawings, and OPCCs prepared as part of the task above. It is anticipated that this report will be incorporated into the Feasibility Study Report being prepared by WES.

HDR will provide additional write-ups, specific to HDR's work outlined in this scope, to support development of the Feasibility Study Report. Write-ups will be developed in coordination with WES.

Assumptions:

- Work completed under Tasks 11.1 to 11.4 will serve as the basis for the Civil Appendix. No new analyses or screening of alternatives is anticipated as a part of this sub-task.

Deliverables:

- Draft Civil Appendix (PDF)
- Final Civil Appendix (PDF)

PROJECT BUDGET

Table 2 below includes a summary of the fee estimate by task for Task Order 1, amount spent to date by task, and estimated fee required to support Amendment 1. The attached fee spreadsheet includes a breakdown of the assumed level of effort by task for Amendment 1.

Table 2 -Summary of Fee

Conceptual Design Services		Approved Task Order 1 Budget (A)	Spent to Date (B)	Task Order 1 Remaining Budget (C)	Task Order 1 Amendment 1 (D)
1	Project Management and Meetings	$101,201	$38,248.17	$62,952.83	$84,685
2	Master Project Schedule	$10,023	$684	$9,339.00	NA
3	Review Relevant Project Information	$6,867	$10,690	$(3,823.00)	NA
4	Field Reconnaissance	$7,423	$0	$7,423.00	$11,508
5	Project Approach and Objectives	$51,771	$8,190	$43,581.00	NA
6	Basis of Conceptual Design	$39,865	$25,870	$13,995.00	NA
7	Technical Support	$70,309	$8,595.5	$61,713.50	$43,877
8	Envision Certification Considerations	$24,943	$3,680	$21,263.00	$25,542
9	Conceptual Design	$258,272	$27,317.5	$230,954.50	NA
10	Bifurcation Assessment	$17,649	$0	$17,649.00	$17,919
11	Feasibility Study Report Support	NA	NA		$366,516
Column Totals		$588,323	$123,275.17	$465,047.83	$550,048
Task Order 1 Amendment 1 Fee Estimate (D - C)					**$85,000**

If you have any questions regarding this scope, please contact Daniel Jabbour at 916.817.4943 or Daniel.Jabbour@hdrinc.com.

Sincerely,
HDR Engineering, Inc.

Holly L. L. Kennedy, PE (CA #74682)
Senior Vice President

Daniel Jabbour, PE
Project Manager

10314280 (PN)/DJ/cs

Task No.	Task Description	Quality Control	Senior Engineer	Project Manager	Project Engineer	Sr. Geotech Engr	Sr Transpo Engr	Staff Engineer	Proj Controls	Envision Professional	CADD Tech	Accounting	Admin/ Clerical	Total HDR Labor Hours	Total HDR Labor ($)	Total HDR Expenses ($)	Total Cost ($)
	Rates	$ 344.00	$ 340.00	$ 315.00	$ 200.00	$ 337.00	$ 291.00	$ 291.00	$ 344.00	$ 301.00	$ 197.00	$ 164.00	$ 163.00				
Conceptual Design Services																	
1	**Project Management and Meetings**																
1.1	Project Management Plan			8									2	10	$2,846	$142	$2,988
1.2	Quality Management Plan			8	2								2	12	$3,246	$162	$3,408
1.3	Meetings			96	48									144	$39,840	$1,992	$41,832
1.4	Monthly Progress Reports and Invoices		12	64								48	16	140	$34,720	$1,736	$36,456
2	Master Project Schedule													0	$0	$0	$0
3	Review Relevant Project Information													0	$0	$0	$0
4	**Field Reconnaissance**		8	16	16									40	$10,960	$548	$11,508
5	Project Approach and Objectives													0	$0	$0	$0
6	Basis of Conceptural Design													0	$0	$0	$0
7	**Technical Support**													0	$0	$0	$0
7.1	Geotechnical Support					124								124	$41,788	$2,089	$43,877
7.2	H&H Modeling Support													0	$0	$0	$0
8	**Envision Certification Considerations**																
8.1	Envision Overview Presentation													0	$0	$0	$0
8.2	Envision Evaluation													0	$0	$0	$0
8.2.1	Internal Initial Assessment		2	2						30				34	$10,340	$517	$10,857
8.2.2	Project Evaluation Meeting		4	4	2			10		8				28	$8,338	$417	$8,755
8.2.3	Envision Ealuations and Recommendations		1	1	1					2				5	$1,457	$73	$1,530
8.2.4	Compile Envision Evaluations		1	1	1					10			2	15	$4,191	$210	$4,401
9	Conceptual Design																
9.1	Initial Conceptual Alts.													0	$0	$0	$0
9.2	Initial Screening and Select Alts.													0	$0	$0	$0
9.3	Conceptual Design													0	$0	$0	$0
9.4	Conceptual OPCCs													0	$0	$0	$0
9.5	Conceptual Design Report													0	$0	$0	$0
10	**Bifurcation Assessment**	2	4	8	16		4	16			16		2	68	$17,066	$853	$17,919
11	**Feasibility Study Report Support**														$0	$0	$0
11.2	Initial Conceptural Alternatives	4	24	60	40		12	52	8		24		4	228	$63,192	$3,160	$66,352
11.2	Initial Screening and Select Alts.	4	20	40	40		8	40	6				6	164	$45,786	$2,289	$48,075
11.3	Conceptual Design	16	24	100	160		40	80	8		260		8	696	$167,360	$8,368	$175,728
11.4	Conceptural OPCC	4	16	60	40		8	16			4		2	150	$41,814	$2,091	$43,905
11.5	Civil Appendix	4	12	32	30		4	16	4				12	114	$30,688	$1,768	$32,456
COLUMN TOTALS		**34**	**128**	**500**	**396**	**124**	**76**	**230**	**26**	**50**	**304**	**48**	**56**	**1,972**	**$523,632**	**$26,416**	**$550,048**
REMAINING TASK ORDER 1 BUDGET																	**$465,048**
TASK ORDER 1 AMENDMENT 1 FEE																	**$85,000**

Notes:
1. Billing rates for staff not listed above will be comprised of the employee's direct rate times a multiplier of 3.2.
2. Billing rates are adjusted annually on January 1 of each year.
3. Expenses are billed as a 5% markup.
4. Gray text indicates the task is either complete or hours have been reallocated. Refer to the scope for additional detail.

ENCLOSURE 4

AGENDA ITEM 8.a

LITTLE EGBERT
Joint Powers Agency

	As of: March 31, 2022	Year to Date FY 2021/22	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022
	1. CNRA GRANT FUND BALANCE (Beginning of Period)	625,000	-	-	-	-	666,257	666,257	769,862	296,162	296,162	90,469	860,623	860,623	860,623
	2. CASH RECEIPTS														
95691	**A.** CNRA Prop. 68 Grant	1,446,295	-	-	-	625,000	-	-	-	-	-	821,295	-	-	-
95111	**B.** RD 2084 Member Agency Assessment	567,915	-	-	-	167,915	-	200,000	200,000	-	-	-	-	-	-
	3. TOTAL CASH RECEIPTS	**2,014,210**	**-**	**-**	**-**	**792,915**	**-**	**200,000**	**200,000**	**-**	**-**	**821,295**	**-**	**-**	**-**
	4. A. CASH PAID OUT[1]														
22361	Administrative Support (Element 4: Project Admin)	118,279	-	-	-	46,116	-	22,349	28,933	-	8,888	11,993	-	-	-
22391	Legal Support (Element 4: Project Admin)	26,905	-	-	-	2,491	-	12,999	6,862	-	2,156	2,397	-	-	-
22351	Accounting Support	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22451	Board Member Compensation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22351	Accounting Support	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22352	County Treasury Services	155	-	-	-	-	-	-	-	-	155	-	-	-	-
22353	Auditing Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22711	Computer/Software/Website	-	-	-	-	-	-	-	-	-	-	-	-	-	-
20501	Liability Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22382	Element 1: Planning, Coordination, Outreach	191,359	-	-	-	60,900	-	35,397	46,521	-	20,290	28,251	-	-	-
22383	Element 2: Assessment & Data Collection	**738,564**													
	1- Geotechnical Evaluations	454,629	-	-	-	-	-	-	410,681	-	43,948	-	-	-	-
	2-Hydrology & Hydraulic Evaluations	121,697	-	-	-	-	-	-	60,443	-	61,254	-	-	-	-
	3-Supplemental Biological & Cultural Evaluation	77,719	-	-	-	-	-	-	37,925	-	39,794	-	-	-	-
	4-Conceptual Design & Survey	84,519	-	-	-	-	-	-	72,462	-	12,058	-	-	-	-
22384	Element 3: Development of Draft & Final Evaluations	**1,375**													
	1- Grant Summary Report	625	-	-	-	-	-	-	625	-	-	-	-	-	-
	2- Draft & Final Implementation Plan	750	-	-	-	-	-	-	750	-	-	-	-	-	-
22385	Element 4: Project Administration	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	4. B. CASH PAID OUT[1]														
22501	State Lobbying	76,950	-	-	-	17,150	-	25,650	8,500	-	17,150	8,500	-	-	-
21701	FMA - Dues	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21702	ASFPM - Dues	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5. TOTAL CASH PAID OUT		**1,153,587**	**-**	**-**	**-**	**126,657**	**-**	**96,395**	**673,701**	**-**	**205,692**	**51,142**	**-**	**-**	**-**
6. CASH POSITION [3 - 5]		**860,623**	**-**	**-**	**-**	**666,257**	**666,257**	**769,862**	**296,162**	**296,162**	**90,469**	**860,623**	**860,623**	**860,623**	**860,623**

[1] - Expense items from 4.A are reimbursable from Cash Receipts Item A, whereas Expense Items from 4.B. are paid out of Member Agency Assessments

LITTLE EGBERT
Joint Powers Agency

As of: March 31, 2022 Project Expenditures by Vendor	22361 Admin Support	22391 Legal Support	223510 Acct'g Support	22352 Cty Treas Svcs	22353 Auditing	22711 IT	20501 Insurance	22382 Element 1	223831 Element 2-1	223832 Element 2-2	223833 Element 2-3	223834 Element 2-4	2238431 Element 3-1	2238432 Element 3-2	22501 State Lobbying	21701 FMA Dues	21702 ASFPM Dues	Total By Vendor
LWA	118,279	-	-	-	-	-	-	191,359	-	-	-	-	-	-	-	-	-	309,638
EGRS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	76,950	-	-	76,950
Westervelt	-	-	-	-	-	-	-	-	454,629	121,697	77,719	84,519	625	750	-	-	-	739,939
Downey Brand	-	26,905	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,905
Solano Cty	-	-	-	155	-	-	-	-	-	-	-	-	-	-	-	-	-	155
GSRMA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total by Work Order	**118,279**	**26,905**	**-**	**155**	**-**	**-**	**-**	**191,359**	**454,629**	**121,697**	**77,719**	**84,519**	**625**	**750**	**76,950**	**-**	**-**	**1,153,587**

ENCLOSURE 5

AGENDA ITEM 8.b

LITTLE EGBERT JOINT POWERS AGENCY

REQUEST FOR PROPOSALS
FOR
PROFESSIONAL AUDITING SERVICES

Prepared by: **Little Egbert Joint Powers Agency**

RELEASE DATE: **March 22, 2022**
RESPONSE DUE: **April 15, 2022**

1.0 PURPOSE

The Little Egbert Joint Powers Agency (LEJPA or Agency) is requesting proposals from qualified firms of certified public accountants (Auditors) to audit its financial statements beginning with fiscal year ending June 30, 2022, with the option to extend the contract for two subsequent fiscal years. These audits are to be performed in accordance with generally accepted auditing standards and the provisions of the U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations.* This RFP describes the Project, the required scope of services, the minimum information that must be included in the Proposal, and the selection process.

Pre-proposal Meeting:	n/a
Proposals Due:	April 15, 2022, 5:00pm
Questions/Contact:	Eric Nagy, LEJPA Executive Director info@lejpa.org

2.0 BACKGROUND INFORMATION

The Little Egbert Joint Powers Agency (LEJPA) was created in October 2020 between Reclamation District (RD) 2084 and RD 536 for the purpose of advancing and implementing the Little Egbert Multi-Benefit Project (LEMBP). RD 2084 encompasses the Little Egbert tract; RD 536 encompasses the Egbert Tract and lies directly west of RD 2084.

More information about LEJPA can be found on our website, www.LEJPA.org.

LEJPA's is issuing an RFP to select new auditor to meet our audit firm rotation needs. Proposals for partial services or a varied scope of work will not be considered.

LEJPA will make every effort to administer the proposal process in accordance with the terms and dates outlined in this RFP; however, LEJPA reserves the right to modify the activities, timeline, or any other aspect of the process at any time and as deemed necessary by LEJPA staff. By requesting proposals, LEJPA is in no way obligated to award a contract or pay the expenses of proposing audit firms in connection with the preparation or submission of a proposal.

2.1 PROJECT INFORMATION

The Little Egbert Multi-Benefit Project (Project) is proposed for the approximately 3,150-acre Little Egbert Tract and the approximately 350-acre Powell property that lies adjacent to the southern edge of the Little Egbert tract. These properties are located within the Yolo Bypass immediately upstream of Rio Vista, California, in Solano County. Reclamation District (RD) No. 2084 encompasses the Little Egbert Tract. The Little Egbert Tract is bordered to the north and east by Cache Slough where it is protected by restricted height levees intended to breach during flood events to facilitate the increased conveyance of flood flows through the Yolo Bypass.

The initial Project concept was developed through a 2018 Feasibility Study commissioned by the Sacramento Area Flood Control Agency (SAFCA) on behalf of the Lower Sacramento – Delta North (LS-DN) Regional Flood Management Planning (RFMP) team. This early Project concept was formulated to demonstrate the Project's potential to optimize flood risk reduction, habitat, and agricultural economic benefits. Additional field studies and modeling are required to develop preliminary project alternatives that will be made available to the public for review and comment during the Project's environmental process. The result would be a single multi-benefit project that delivers significant new habitat creation and regional flood risk reduction benefits.

Project Objectives:

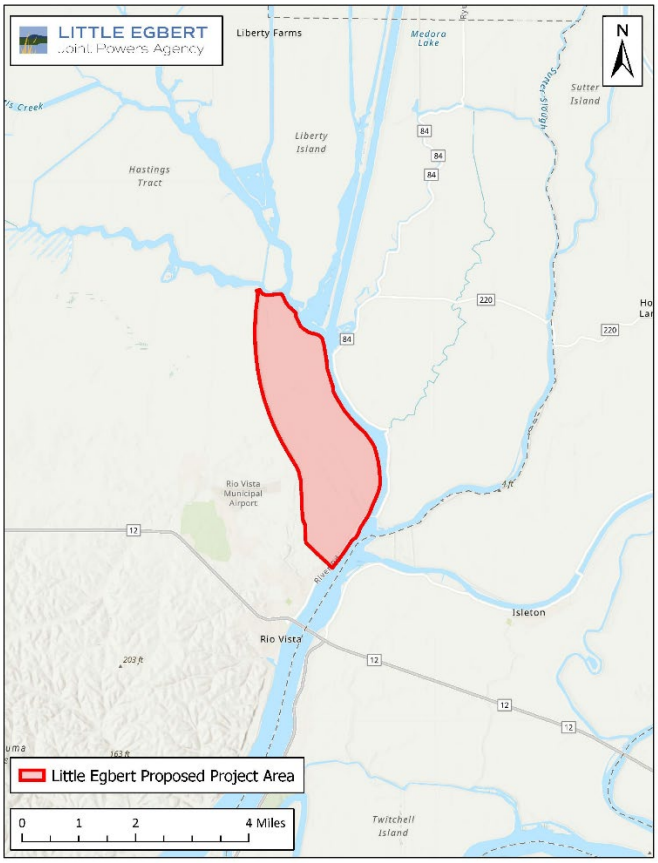
- FLOOD – The Project would reduce regional flood risk with stage reductions between 0.5 and 1.5-feet for the approximately 25-year flood event in the lower Yolo Bypass and Cache Slough complex tributaries. The Project would also reduce stage between 0.1 and 0.3-feet for the approximately 200-year flood event over this same area. The Project is expected to include 5 to 6-miles of levee improvements. The levee improvements near the southern end of the Project would help the City of Rio Vista achieve the State's small community standard of 100-year flood protection.
- AGRICULTURE – The agricultural economy in the Cache Slough complex is expected to benefit from the flood stage reductions that would be created by the Project. Preliminary hydrologic and hydraulic modeling suggests that water stage reductions could extend upstream and provide some level of flood protection for approximately 40-miles of agricultural and rural levees in the Cache Slough complex and within the lower to mid-Bypass.
- CLIMATE CHANGE – Sea level rise and climate change are expected to significantly decrease the viability of maintaining the Little Egbert Tract as a reclaimed landscape into the future. The Project provides an opportunity to actively manage the transition of the land in a manner that (1) maximizes flood protection benefits and flood system resilience, (2) maximizes the creation of quality habitat, and, (3) minimizes impacts to overall water quality and water supply intakes in the vicinity.

- HABITAT – The Project would permanently inundate the Little Egbert Tract and Powell property in a manner that would re-establish a diverse open water, tidal marsh and riparian ecosystem complex to benefit threatened wildlife such as the Delta smelt, longfin smelt, green sturgeon, Chinook salmon, and giant garter snake. The Project would be expected to create more than 3,200 acres of new habitat supporting rearing and/or spawning areas for fish species through the creation of subtidal, tidal marsh, and seasonal floodplain habitats.

Notable Project Components:

The California Natural Resources Agency (CNRA), in partnership with the state Department of Water Resources and the state Department of Fish and Wildlife, announced in early October 2020 it will direct $2.5 million in state bond funds to the Little Egbert JPA to engage with local stakeholders, continue advancing technical studies, and undertake preliminary steps in project planning and design. LEJPA is currently working with CNRA to execute the grant agreement.

Map of Project Area:



3.0 SCOPE OF SERVICES

LEJPA's goal is to provide the public and our constituents with a financial statement that gives complete, accurate and understandable information about the Agency's financial condition. The selected independent auditor will be required to perform the following tasks:

1) Work to be Performed
   a) Assistance in the creation and audit of the General-Purpose Financial Statements of the Agency in conformity with generally accepted accounting principles and issue an opinion thereon. Further assistance in the completion of the Agency's Annual Comprehensive Financial Report.

   b) Test compliance with the Single Audit Act as amended in 1996, and applicable laws and regulations, if required.

   c) Prepare a Report on Internal Control Structure and Management Letter.

   d) Completion of the State Controller's Report for the Agency.

   e) The auditor shall assist Agency staff in applying generally accepted accounting principles and provide support necessary to maintain sound financial management procedures. The auditor shall provide financial advice and counsel on significant matters occurring throughout the year that would affect the annual reports and sound accounting practices.

   f) The firm selected may also be asked to examine other reports or perform other services as required.

2) Auditing Standards to be Followed
To meet the requirements of this request for proposal, the audit shall be performed in accordance with generally accepted auditing standards accepted in the United States of America, applicable to the financial audit contained in the Government Auditing Standards issued by the Comptroller General of the United States and the provisions of the U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations.*

3. Reports to be Issued
Following completion of the audit and preparation of the fiscal year's financial statements, the auditor shall issue:

a) Reports on the fair presentation of the financial statements in accordance with auditing standards generally accepted in the United States of America as listed below:

i. Basic Financial Statements for the Agency
ii. State Controllers Report for the Agency
iii. Single Audit Report on Schedule of Federal Awards (if applicable)

These reports shall include Required Supplemental Information (RSI) as required by GASB 34.

b) A report based on the auditor's understanding of the internal control structure and assessment of control risk. In this report, the Auditor will also communicate any reportable conditions found during the audit and indicate whether they are also material weaknesses.

c) A Statement on Auditing Standards (SAS) 114 letter communicated to the Agency's Board of Directors reporting any control deficiencies that are considered significant deficiencies and/or material weaknesses as defined by the Standards.

d) Auditors shall be required to make an immediate written report to the Agency's Board of Directors and Executive Director of all irregularities and illegal acts or indications of illegal acts of which they become aware to the following:

- Richard Harris, Director
- Bob Wagner, Director
- Eric Nagy, Executive Director

e) The Auditor must present to the Agency's Board of Directors, the results of the Audit and address all findings and all adjustments.

4. Special Considerations
   The Agency will send its Annual Financial Report to the Government Finance Officers Association of the United States and Canada for review in its Certificate of Achievement for Excellence in Financial Reporting program. The Auditor will be required to provide special assistance to the Agency to meet the requirements of this program.

5. Time Requirements
   At minimum, the following events shall begin or be completed according to the following timeline. Changes to the schedule may be worked out if mutually acceptable to the Auditor and Agency staff.

Interim Audit	May – June
Final Audit	Mid-September – Beginning of November
Draft Annual Financial Report	Mid-November
Final Annual Financial Report	Last week of November
State Controllers Report	January of the following year
Final Single Audit (if applicable)	February of the following year

6. Working Paper Retention and Access to Working Papers
   All working papers and reports must be retained, at the Auditor's expense, for a minimum of three (3) years, unless the firm is notified in writing by the Agency of the need to extend that period. The Auditor will be required to make working papers available, upon request, to the Agency.

   In addition, the firm shall respond to the reasonable inquiries of successor Auditors to review the working papers related to the matters of continuing accounting significance.

4.0 SUBMISSION OF PROPOSAL AND TIMELINE

1. Submission Deadline
   To be considered, a PDF file of the proposal must be received by LEJPA no later than 5:00 p.m. on April 15, 2022. Submissions received after this deadline will not be accepted. The PDF file of the proposal shall be emailed to Eric Nagy at info@lejpa.org The subject line of the email should be "Response to RFP for Professional Auditing Services".

2. RFP Timeline

Request for proposal issued	Tuesday, March 22, 2022
Due date for proposals	**Friday, April 15, 2022**
Interview of finalists (if needed)	TBD
Award of Contract by Agency	Monday, May 2, 2022

3. Contact with LEJPA
   Questions about the RFP may be directed to Eric Nagy at info@lejpa.org. When corresponding, be sure to indicate **"RFP for Professional Auditing Services"** on the subject line.

4. Term of Engagement
   A one-year contract is contemplated with an option for three (3) additional years, subject to annual review, the satisfactory negotiation of terms (including a cost acceptable to both LEJPA and the selected firm), and authorization by the Agency's Board of Directors.

5.0 PROPOSAL REQUIREMENTS

The purpose of the proposal is to demonstrate the qualifications, competence, and capacity of the firms seeking to undertake an independent audit of LEJPA in conformity with the requirements of this request for proposal. The proposal should demonstrate the qualifications of the firm and of the particular staff to be assigned to this engagement. It should also specify an audit approach that will meet the request for proposals requirements.

1. Executive Summary
   The Executive Summary should be addressed to:

   Attention: Agency Staff
   Little Egbert Joint Powers Agency
   2450 Venture Oaks Way, Suite #240
   Sacramento, CA 95822

   The summary should state the prime firm and include the firm's name submitting the proposal, their mailing address, telephone number, and contact name. The letter

shall address the firm's understanding of the project based on this RFP and any other information the firm has gathered. Include a statement discussing the firm's interest and qualifications for this type of work. Certify that the person signing the proposal is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with LEJPA.

2. Statement of Independence
   The firm should provide an affirmative statement that it is independent of LEJPA as defined by generally accepted auditing standards and/or U.S. General Accounting Office's Government Auditing Standards. The firm also should provide an affirmative statement that it is independent of all of the component units of LEJPA as defined by those same standards.

3. License to Practice in California
   An affirmative statement should be included that the firm and all assigned key professional staff are properly registered / licensed to practice in California.

4. Firm Qualifications and Experience
   The proposer should state the size of the firm, the size of the firm's governmental audit staff, the location of the office from which the work on this engagement is to be performed, the number and nature of the professional staff to be employed in this engagement on a full-time basis, and the number and nature of the staff to be so employed on a part-time basis.

   The firm also shall provide information on the results of any federal or state desk reviews or field reviews of its audits during the past three (3) years. In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations.

5. Partner, Supervisory, and Staff Qualifications and Experience
   Identify the principal supervisory and management staff, including engagement partner, managers, other supervisors, and specialists who would be assigned to the engagement. Indicate whether each person is an active licensed certified public accountant in California. Provide information on the government auditing experience of each person, including information on relevant continuing professional education for the past three (3) years and membership in professional organizations relevant to the performance of this audit. Indicate how the quality of staff over the term of the agreement will be assured.

   This section may include graphs, charts, photos, resumes, references, etc., in support of the firm's qualifications.

6. Similar Engagements with other Government Entities
   Please provide a list of not less than three client references for which services similar to those outlined in the RFP are currently being provided. For each reference listed provide the name of the organization, dates for which the services(s) are being

provided, type of services(s) being provided and the name, address, telephone and email address of the responsible person within the reference's organization. LEJPA reserves the right to contact any or all of the listed references regarding the audit services performed by the proposer.

7. Specific Audit Approach
   The audit approach should indicate the firm's ability to meet each specification as outlined in this document. The work plan should address the items of work as described in this RFP. The plan should be simple, easy to read and follow, and address and satisfy the objectives and specifications as listed in the Scope of Services in this RFP.

8. Cost Proposal
   The cost proposal should include all costs for which the Auditor expects to be compensated, including all materials furnished and services provided. The quoted price shall constitute full and complete compensation for the services and materials provided as outlined above. Auditor staff fee schedule should be provided as an attachment and should clearly indicate effective dates and fully burdened rates, applicable escalation clauses, miscellaneous billable costs, in addition to hourly rates.

   No cost increases shall be passed onto LEJPA after the proposal has been submitted.

9. External Quality Control Review Report
   The firm also is required to submit a copy of the report on its most recent External Quality Control Review Report, with a statement whether that quality control review included a review of specific government engagements.

10. Insurance
    The proposal shall include a copy of the firm's most current certificate of insurance and endorsements for professional liability and worker's compensation insurance.

ADDITIONAL INFORMATION

LEJPA reserves the right to conduct interviews with all, any or none of the firm's submitting proposals, and to reject any or all proposals and to accept the proposal most favorable to the Agency's interest.

The audit firm submitting bid proposals should be aware that LEJPA has no obligation whatsoever to engage the firm for future work to implement any of the recommended

changes in procedures and policies revealed during the audit. In addition, there is no obligation on the part of LEJPA to engage the firm for any management services or studies.

6.0 EVALUATION/SELECTION PROCEDURES

1. Review of Proposals
   The Agency will use a point formula during the review process to score proposals. The firms with an unacceptably low technical score will be eliminated from further consideration.

   The cost will then be considered, and additional points will be added to the technical score. The maximum score for cost will be assigned to the firm offering the lowest total, all-inclusive maximum cost.

2. Evaluation Criteria
   Proposals will be evaluated using three (3) sets of criteria. Firms meeting the mandatory criteria will have their proposals evaluated and scored for both technical qualifications and cost. The following represents the principal selection criteria which will be considered during the evaluation process.

   a) Mandatory Elements

      i. The audit firm is independent and licensed to practice in California.
      ii. The audit firm's professional staff have received adequate, continuing professional education within the preceding three (3) years.
      iii. The firm has no conflict of interest with regard to any other work performed by the firm for the Agency.
      iv. The firm submits a copy of its most recent external quality control review report, and the firm has a record of quality audit work.
      v. The firm adheres to the instructions in this request for proposal on preparing and submitting the proposal.

   b) Technical Qualifications

      i. Expertise and Experience
         a. The firm's past experience and performance on comparable government engagements.
         b. The quality of the firm's professional staff to be assigned to the engagement.
      ii. Audit Approach
         a. Adequacy of proposed staffing plan for various segments of the engagement.
         b. Adequacy of sampling techniques.
         c. Adequacy of analytical procedures.

c) Cost

3. Oral Presentations
   After the points have been calculated for each RFP, proposers may be requested to make an oral presentation. Such presentations will provide firms with an opportunity to answer any questions the Agency may have on a firm's proposal.

4. Final Selection
   It is anticipated that a firm will be selected by May 3, 2022. Following notification of the firm selected, it is expected a contract will be executed between both parties before start of the interim audit.

7.0 GENERAL TERMS AND CONDITIONS

1. Right to Reject Proposals
   LEJPA reserves the right to reject any and all proposals, to waive any non-material irregularities or informalities in any proposal, and to accept or reject any item or combination of items.

2. Execution of Agreement
   If an audit firm is not able to execute the standard services agreement and task order for year one within thirty (30) days after being notified of selection, LEJPA reserves the right to select the next most qualified proposing audit firm or call for new proposals, whichever LEJPA deems most appropriate. The audit firm shall be required to work under a written contract with LEJPA in accordance with standard terms of the services agreement and task order approved by legal counsel for LEJPA. Notwithstanding anything in this RFP to the contrary, LEJPA reserves the right to negotiate the terms and conditions of the contract with the selected provider.

3. Incorporation of RFP/Proposal
   This RFP and the audit firm's response, including all promises, warranties, commitments, and representations made in the successful proposal will become binding contractual obligations and will be incorporated by reference in any agreement between LEJPA and the audit firm.

4. Authorized Signatories
   Audit firm staff signing the cover letter of the proposal, or any other related forms submitted must be authorized signers with the requisite authority to represent their firm and to enter into binding contracts with clients.

5. Validity of Proposals
   Proposed services and related pricing and warranties contained in the proposal must be valid for a period of 120 days after the submission of the proposal.

6. Reporting
   Independence is essential to the effectiveness of the agency's annual audit and is strongly emphasized by the Institute of Internal Auditors (IIA), the American Institute of Certified Public Accountants (AICPA), the U. S. General Accounting Office (GAO), and the U. S. Securities and Exchange Commission (SEC). To ensure independence and objectivity are maintained, the Audit Firm selected shall receive direction from and report directly to the LEJPA Board of Directors.

7. Termination Clause
   LEJPA, at its sole discretion, may terminate the contract by giving a 30-day written notice to the audit firm selected. In the event of such termination, LEJPA's liability, if any, will be limited to only the work actually performed, if any, up to the termination date.