

## **EXHIBIT A**

### **Scope of Services**

This scope of services describes tasks to be undertaken by the Consultant in preparing documents pursuant to the California Environmental Quality Act (CEQA) on behalf of the County. Consultant will prepare an Administrative Draft Environmental Impact Report (EIR) meeting content requirements outlined in Section 15120 through 15132 of the CEQA Guideline, and process the EIR consistent with requirements outlined in Sections 15080 through 15097 of the CEQA Guidelines and Section 21002 of the Public Resources Code.

The EIR will contain maps, graphics, tables, and charts necessary to clearly depict the location and nature of environmental resources. Feasible mitigation measures for each significant impact will be identified. Consultant will consider the potential applicability of mitigation policies, standards, and implementation measures for the County's General Plan, some of which may need to be revised as mitigation that would apply to this project, based on their characteristics and context. Conclusions regarding the significance of each impact before and after mitigation will be presented. The conclusions will be presented in a form that can be easily incorporated into a Findings of Fact document.

#### **I. Notice of Preparation**

The County will prepare and circulate the Notice of Preparation, receive scoping comments and provide them to the consultant.

#### **II. Special Studies and Issues to be Addressed**

##### **A. Direct Land Use Effects**

The Consultant will evaluate the effects of proposed development, specifically impacts on: agricultural land use, air quality, aesthetics and visual resources (viewsheds), cultural resources, geology and soils, hazards and hazardous materials, land use and planning, noise, population and housing, public services, recreation, utilities, wildfire, energy conservation, service systems, and mandatory findings of significance.

##### **B. Biological Resources Including Wetlands**

The Consultant will identify the extent of wetlands and other sensitive habitat on and in the vicinity of the project site, the degree of direct and/or indirect impact to those areas resulting from past and proposed development, and appropriate mitigation measures and monitoring programs.

### **C. Indirect Land Use Effects**

The Consultant will identify and discuss fully any indirect effects of the project, and will specifically address the proposed project's effects on land use and the potential for the inducement of new growth. Appropriate mitigation measures and monitoring programs will be identified.

### **D. Transportation/Circulation/Parking Effects**

The Consultant will identify and discuss fully any direct and/or indirect effects of the project, and will specifically address the proposed project's effects on vehicular, bicycle and pedestrian traffic, circulation patterns and demand for parking facilities generated by the proposed development. Appropriate mitigation measures and monitoring programs will be identified.

### **E. Historic and Cultural Resources and their Preservation**

The Consultant will identify and discuss fully any direct and/or indirect effects of the project, and will specifically address the proposed project's effects on cultural resources and historic structures that could be impacted by the proposed development. This analysis will be based on appropriate archaeological field studies and historic structure surveys and will follow current state and federal guidelines for historic structure preservation. Appropriate mitigation measures and monitoring programs will be identified.

### **F. Geology and Hazards**

The Consultant will review existing geotechnical information addressing the key earth processes that may pose a hazard to the site, including tsunamis, strong earth shaking, liquefaction and seiches. Consistent with the State CEQA Guidelines, the consultant will evaluate geological hazards and soil erosion potential at the project site, including a geotechnical evaluation based on a review of the published literature, mapping, aerial photographs, consultation with local specialists, and site reconnaissance.

### **G. Cumulative Effects**

The Consultant will identify cumulative effects of the proposed project and other past, present, and reasonably foreseeable future projects on wetlands, sensitive habitats and open space. The analysis shall include the effects on agricultural usage of the properties involved, water quality and biological communities. The

Consultant will identify appropriate mitigation measures and monitoring programs, if any effects are found to exist.

#### **H. Other Studies**

If the NOP and/or scoping session lead to identifying additional specific studies that should be conducted, the Consultant will negotiate a list of special studies satisfactory to County in order to complete the needed documentation.

### **III. Administrative Draft EIR**

The Consultant will prepare an administrative review draft of the Draft EIR, to be provided to the County's staff for in-house review. A tentative listing of the table of contents follows.

- Executive Summary
- Project Description:
  - Scope of Document
  - Nature of CEQA Process
  - Uses of EIR Document
- Environmental Setting:
  - Physical Environment
  - Aesthetics and Visual Resources
  - Air Quality and Noise
  - Global Warming and Climate Change
  - Energy Conservation
  - Hydrology, Drainage, and Water Quality
  - Utilities and Public Services
  - Biological Environment
  - Land Use, Agricultural Lands and Production
  - Cultural and Historic Resources
  - Traffic and Circulation
  - Wildfire
- Environmental Impacts and Mitigation Measures:
  - Effects on the Physical Environment
  - Effects on Hydrology, Drainage, and Water Quality
  - Effects on Utilities and Public Services
  - Effects on Aesthetics and Visual Resources

- Effects on Traffic and Circulation
- Effects on Air Quality and Noise
- Effects on Greenhouse Gas Emissions
- Effects on Energy Conservation
- Effects on the Biological Environment
- Effects on Land Use, Agricultural Lands and Production
- Effects on Wildfire Risk
- Effects Found Not to be Significant
- Significant Effects That Cannot be Avoided
  
- Alternatives Considered:
  - Proposed
  - Alternative Project(s) (Subdivision, Land Use) Designs,
  - No Project
  - Reduced Scale Project(s)
  
- Other CEQA Considerations:
  - Cumulative Effects
  - Growth Inducement
  
- List of Preparers
  
- References:
  - Literature Cited
  - Persons Consulted
  
- Attached Special Studies (Appendices) (if applicable):
  - Land Use
  - Biology and Wetlands
  - Hydrology, Drainage, Water Quality, and Public Services
  - Geotechnical
  - Cultural and Historic Resources Survey
  - Traffic Study

The Consultant will deliver three (3) paper (hard) copies and one (1) electronic copy in Word format of the Administrative Draft EIR (ADEIR) to the County Planning Department.

**Environmental Setting.** Discussion of the Environmental Setting will include a description of the physical conditions in place at the time of the NOP, describe regulations and laws applicable to the topic under review, serve as the “baseline” for assessing impacts, and serve as the discussion of the No Project alternative.

**Environmental Impacts and Mitigation Measures.** In the ADEIR, impacts will be judged to be significant according to the following two tests:

- (1) If it can be fairly argued that the project's effects cross a threshold of significance for the categories covered in Appendix G to the CEQA Guidelines, then the effects will be described as significant.
- (2) If the project's effects are such as to appear significant in the professional judgment of the responsible preparer(s), then the effects will be described as significant.

Specific findings supporting each judgment of significance for CEQA documentation purposes will be included in the ADEIR. In discussing the findings, the ADEIR's authors will explain why the evidence presented in the ADEIR leads to a finding of significance or a finding that a particular effect is not significant. If it is possible to interpret evidence according to more than one standard (for example, wetland definitions used by the California Department of Fish & Game and by the U.S. Army Corps of Engineers), the EIR will discuss each standard and the associated findings. In other words, both the analytical framework and the specific evidence used in determining significance will be presented in the ADEIR.

For each CEQA resource topic, the impact analysis will include the following:

- Significance thresholds, based on Appendix G of the CEQA Guidelines, along with appropriate tailoring for local conditions and policy, and to suit this project.
- Description of approach and methodology to impact analysis.
- Evaluation of impacts against significance thresholds.
- Mitigation measures to avoid or reduce impacts to below significance, where feasible and available.
- Performance standards (as mitigation) to be incorporated into and adopted as part of the proposed project.
- A brief discussion identifying why the identified mitigation measures mitigate the impact to less-than-significant or why the impact is not mitigatable.
- Description of residual impacts following mitigation implementation

**Alternatives Analysis.** The Alternatives Analysis section of the EIR will describe and evaluate a reasonable range of alternatives that would feasibly attain most of the basic objectives of the project, but would avoid or substantially lessen any of the significant effects of the project. The EIR will describe the rationale for selecting the alternatives to be discussed and will also identify any alternatives that were considered by the lead agency but were rejected as infeasible during the scoping process. The alternatives for consideration will be selected using the “rule of reason” that requires the EIR to set forth only those alternatives necessary to permit a reasoned choice.

#### **IV. Public Draft EIR**

Following review of the Administrative DEIR by County staff including County Counsel and any other technical staff required to adequately review portions of the ADEIR, modifications in the document may be needed to satisfy concerns which, in the independent judgment of the County, require additional work. The Consultant will then produce the public and agency review copies of the DEIR, according to the following scope of work:

- Following review of Administrative DEIR by County staff and County Counsel, incorporate necessary revisions in DEIR text, figures, tables, and attachments.
- Produce thirty (30) copies of the Draft EIR for public review, and deliver to County Planning Department's project manager(s).

The Consultant will prepare for the County's use a Notice of Completion for the Draft EIR. The Consultant will advise the County upon an appropriate course of action to be followed in order to ensure CEQA compliance. However, the County shall exercise its independent judgment in ensuring all legal requirements of CEQA are satisfied.

#### **V. Final EIR**

During the 45-day public and agency review period, comments will be made regarding the DEIR's content and conclusions. Preparing a Final EIR (FEIR) requires a reasoned consideration of all substantive comments (i.e., comments that do not express a preference for or against the project, but which address real questions of potential environmental effect). The FEIR is composed of the DEIR, the comments, and the responses. If a public hearing is held covering the project during the 45-day review period, the FEIR can address substantive comments from the hearing.

The following scope of services will be performed by the Consultant(s):

- Receive written letter copies containing comments on DEIR, either from County or directly (to be arranged).
- Prepare written responses and/or EIR revisions for substantive written comments received regarding the DEIR.
- Deliver three (3) copies of the administrative Final EIR to the County Planning Department's project manager(s).

– Following review of the administrative FEIR by County staff and County Counsel, incorporate necessary revisions in FEIR text, figures, tables, or attachments.

– Produce thirty (30) copies of Final EIR and deliver to County project manager.

## **VI. County Meetings/Hearings**

The Consultant will attend any and all public hearings before the Planning Commission and/or Board of Supervisors. The Consultant will take notes to record substantive comments and events. The Consultant will work closely with the County throughout the EIR process and meet/conference as necessary.

## **VII. Findings, Statements, and Notices**

In coordination with the County, the Consultant shall draft findings, statements, and additional notices pursuant to CEQA.

## **VIII. Mitigation Monitoring Program**

In coordination with the County and consistent with the provisions of CEQA, the Consultant shall draft a Mitigation Monitoring and Reporting Program.