

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM
3.17
(ID # 5925)**

MEETING DATE:

Tuesday, February 27, 2018

FROM : ECONOMIC DEVELOPMENT AGENCY (EDA):

SUBJECT: ECONOMIC DEVELOPMENT AGENCY (EDA): Blythe Airport-Environmental Assessment for Proposed Fence Construction, District 4 [\$220,000] Federal Aviation Administration Airport Improvement Project Grant Funds 90%, Airport Budget Fund (22350) 10%.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and authorize the Chairman of the Board to execute the attached work order agreement between the County of Riverside and Mead & Hunt, Inc. for the Environmental Assessment for Proposed Fence Construction at Blythe Airport; and
2. Delegate change order authority to the Assistant County Executive Officer/EDA or designee in accordance with Board Policy B-11.

BACKGROUND:

Summary

(Commences on Page 2)

ACTION: Policy

Robert Field, Assistant County Executive Officer/EDA 1/4/2018

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley
Nays: None
Absent: None
Date: February 27, 2018
xc: EDA

Kecia Harper-Ihem
Clerk of the Board

By:
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$220,000	\$0	\$220,000	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: Federal Aviation Administration Airport Improvement Project Grant Funds 90%, Airport Budget Fund (22350) 10%			Budget Adjustment: No	
			For Fiscal Year: 2017/2018	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The purpose of the project is to complete an Environmental Assessment (EA) analysis per the Federal Aviation Administration (FAA) and National Environmental Protection Agency (NEPA) requirements to support proposed wildlife exclusion fence around a portion of the Airport property to encompass the air operations area (AOA) at Blythe Airport. The proposed fence will be approximately 38,000 linear feet long (approximately 7 miles) and enclose approximately 700 acres of airport property. Based on the project location, the fence will be constructed to enhance Airport security and to exclude wildlife including, but not limited to, the desert tortoise, a federally listed species known to inhabit the Sonoran Desert and the Airport vicinity.

The EA will be reviewed and approved by the FAA to be consistent with current FAA guidelines and consistent with the airport's master plan. Additionally, the project will meet the California Environmental Quality Act (CEQA) requirements.

Staff proposes to have Mead & Hunt, Inc. provide the EA and recommend that the Board of Supervisors approve the necessary work order agreement for the project. County Counsel has reviewed and approved the attached documents as to legal form.

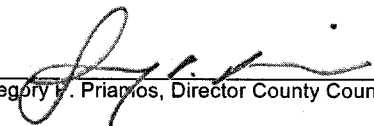
Impact on Residents and Businesses

The EA for the proposed wildlife exclusion fence will improve and enhance airport security and safety.

ATTACHMENTS:

- Work Order Agreement

RF:HM:TM:SG:VP:mm



 Gregory T. Priamos, Director County Counsel 2/14/2018

WORK ORDER AGREEMENT
FOR
TO PREPARE AN ENVIRONMENTAL ASSESSMENT FOR
PROPOSED FENCE CONSTRUCTION
AT THE BLYTHE AIRPORT
BY AND BETWEEN
RIVERSIDE COUNTY ECONOMIC DEVELOPMENT AGENCY
AND
MEAD & HUNT, INC.

This Agreement is made and entered into this 27th day of February, 2018, by and between the COUNTY OF RIVERSIDE by and through the Economic Development Agency (EDA), a public body corporate politic in the State of California (hereinafter "COUNTY"), and MEAD & HUNT, INC., (hereinafter "CONSULTANT").

RECITALS

WHEREAS, the proposed services provided in this Agreement are necessary prior to construction of perimeter fence to maintain safety on the airport's airfield.

WHEREAS, the COUNTY has selected CONSULTANT to provide services based on a Request for Proposal (RFP) for Airport Consulting Services that included airport planning;

WHEREAS, the COUNTY and the CONSULTANT have entered into a MASTER SERVICE AGREEMENT, dated 9th day of September, 2014, the terms of which apply to this Work Order Agreement;

WHEREAS, CONSULTANT is uniquely qualified based on their prior knowledge by completing planning projects for the Blythe Airport, as well as other COUNTY owned airports;
and

WHEREAS, CONSULTANT has agreed to provide such services to COUNTY.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. **DESCRIPTION OF SERVICES:** CONSULTANT shall provide services to prepare an Environmental Assessment in accordance with the National Environmental Policy Act (NEPA) to support proposed fence construction at the Blythe Airport. The Scope of Services is attached hereto as Exhibit A, and by this reference incorporated herein.

1.1 CONSULTANT represents and maintains that it is skilled in the professional calling necessary to perform all services, duties, and obligations required by this Agreement to fully and adequately complete the project. CONSULTANT shall perform the services and duties in conformance to, and consistent with, the standards generally recognized as being employed by professionals in the same discipline in the State of California. CONSULTANT further represents and warrants to the COUNTY that it has all licenses, permits, qualifications, and approvals of whatever nature are legally required to practice its profession. CONSULTANT further represents that it shall keep all such licenses and approvals in effect during the term of this Agreement.

2. **PERIOD OF PERFORMANCE:** CONSULTANT shall commence performance upon date of execution of this Agreement and complete performance within twenty-four (24) months. CONSULTANT will diligently and responsibly pursue the performance of the services required of it by this Agreement through project completion unless the work is altered by written amendment(s) pursuant to the MASTER SERVICES AGREEMENT between COUNTY and CONSULTANT, dated September 9, 2014, currently in place. In the event the services described in this fully executed work order are not completed during the term of the MASTER SERVICES AGREEMENT, though the work order was executed by the parties while the MASTER

SERVICES AGREEMENT was in effect, CONSULTANT shall continue to be obligated to perform the services and the COUNTY shall be obligated to pay for such services as provided in this work order.

3. **COMPENSATION:** The COUNTY shall pay the CONSULTANT for services performed and expenses incurred in accordance with the attached Exhibit A, Scope of Services.

3.1 CONSULTANT shall be paid a LUMP SUM amount not-to-exceed Two Hundred Twenty Thousand Dollars (\$220,000.00) for Aviation Planning Services as described in Exhibit A, Scope of Services. CONSULTANT shall submit invoices monthly to the COUNTY for progress payments based on the performance of the total work completed to date.

4. **CONFLICT OF INTEREST:** CONSULTANT shall have no interest, and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this Agreement.

5. **DESIGNATED REPRESENTATIVES:** The following individuals are designated as representatives of the COUNTY and CONSULTANT respectively to act as liaison between the parties:

AGENCY

Tim Miller
Aviation Director
County of Riverside, EDA Aviation
3403 10th Street Suite 400
Riverside, CA 92501
Phone: (951) 955-4838
Fax: (951) 955-6686
Email: TLMiller@rivco.org

CONSULTANT

Lisa Harmon
Project Manager
Mead & Hunt, Inc.
180 Promenade Circle, Suite 240
Sacramento, CA 95834
Phone: (916) 993-4650
Email: lisa.harmon@meadhunt.com

Any change in designated representatives shall be promptly reported to the other party in order to ensure proper coordination of the Project.

6. **NOTICES:** All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted one (1) day after their deposit in the United States Mail, postage prepaid:

AGENCY

Tim Miller
Aviation Director
Riverside County, EDA
3403 10th Street, Suite 400
Riverside, CA 92501

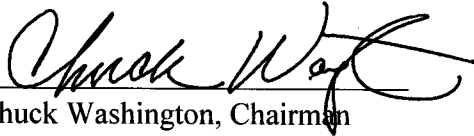
CONSULTANT

Jon J. Faucher
Vice President
Mead & Hunt, Inc.
1360 19th Hole Drive, Suite 200
Windsor, CA 95492

IN WITNESS WHEREOF, the parties hereto have caused their duly representatives to execute this Agreement.

COUNTY OF RIVERSIDE

MEAD AND HUNT, INC.

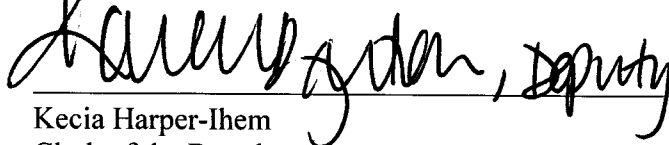


Chuck Washington, Chairman
Board of Supervisors



Jon J. Faucher
Vice President

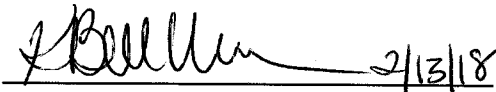
ATTEST:



Kecia Harper-Ihem
Clerk of the Board

APPROVED AS TO FORM:

Gregory P. Priamos
County Counsel



Synthia M. Gunzel
Deputy County Counsel

EXHIBIT "A"

Scope of Services

Environmental Assessment to Construct a Wildlife Exclusion Fence at the Blythe Airport (BLH), Riverside County, California

November 21, 2017

Project Understanding

The County of Riverside Economic Development Agency's (EDA) Aviation Department operates the Blythe Airport (BLH or Airport), a general aviation airport located approximately 7 miles west of the City of Blythe, California. The EDA proposes to construct a wildlife exclusion fence around a portion of the Airport property to encompass the air operations area (AOA). The proposed fence will be approximately 38,000 linear feet long (approximately 7 miles) and enclose approximately 700 acres of Airport property (see *Attachment A*). Based on the project location, the fence will be constructed to enhance Airport security and to exclude wildlife including, but not limited to, the desert tortoise (*Gopherus agassizii*), a federally listed species known to inhabit the Sonoran Desert and the Airport vicinity.

Scope of Services

Mead & Hunt, Inc. (the Consultant) developed the following Scope of Services to prepare an Environmental Assessment (EA) for the construction of a proposed security and wildlife fence at BLH pursuant to: FAA Order 5050.4B, *National Environmental Policy Act (NEPA) Implementing Instructions for Airports*; FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*, appropriate Council on Environmental Quality (CEQ); United States Department of Transportation (DOT); Federal Aviation Administration (FAA) environmental regulations and guidance; and other applicable Federal laws, as appropriate. This Scope of Services was prepared to reflect guidance set forth in FAA Order 1050.1F. The EA will evaluate the potential environmental and social effects of the proposed fence construction on and near BLH (the area of effect will vary by environmental resource/issue area). Although only a NEPA evaluation is proposed at this time, all field studies and supporting documentation will be prepared so that they are sufficient to support the preparation of an environmental analysis pursuant to the California Environmental Quality Act (CEQA).

The Consultant envisions that the EA will be completed in accordance with the following ten tasks during an approximately 18 to 24-month timeframe. If EDA requires additional services, the Consultant will revise its scope, cost, and schedule as necessary.

Task 1. Project Coordination and Project Management

The Consultant will work closely with EDA, FAA, and other stakeholders to prepare an EA that is legally sufficient and will support a Finding of No Significant Impact (FONSI). The Consultant will undertake continuous coordination with EDA staff to oversee and administer the contract, scope, and budget including:

- Contract, budget, schedule, and invoice preparation.
- Project and budget monitoring, including monthly project reports.
- Ongoing assistance with FAA review.

Task 1.1 Agency Coordination

The Consultant will facilitate coordination among FAA and other stakeholders as warranted, such as coordination or consultation among resource agencies, community groups, and local governments. FAA will retain responsibility for agency and tribal coordination and coordination efforts associated with specific regulatory requirements, such as the U.S. Fish and Wildlife Service (USFWS; Section 7 of the U.S. Endangered Species Act), State/Tribal Preservation Officers (SHPO/THPO; Section 106 of the National Historic Preservation Act), and the U.S. Army Corps of Engineers (Section 404 of the Clean Water Act).

Regular teleconferences will be held between the Consultant team, EDA, and FAA. The purpose of the teleconferences will be to report on progress made on the project, disperse and receive information among participants, report on important tasks that have been completed, identify problems encountered for the purpose of resolution, and generally afford an opportunity to review the work and findings at various stages of completion.

Project Schedule and Budget Management

The Consultant's project manager will develop and maintain a project schedule for preparing the EA and maintain the schedule as appropriate through ongoing consultation with EDA and FAA. The project manager will prepare an invoice each month that compares the percentage of the work completed with the percentage of the project completed.

The project manager will communicate frequently with EDA throughout the project duration, including meetings, teleconferences, and email as necessary. It is estimated that at least three meetings will be held during the project duration: a project kick-off meeting; a meeting to discuss the Draft EA prior to public circulation (Task 9); and a meeting to discuss received comments and to prepare the Final EA (Task 9). Each meeting will be held at the Airport or at FAA's Airports District Office.

Quality Assurance/Quality Control

The Consultant will implement an ongoing quality assurance/quality control (QA/QC) program throughout the project duration. Our project managers will be directly involved to allocate appropriate resources to support the project's technical needs and schedule. All project deliverables will be reviewed by two members of our staff for completion, accuracy, and compliance with FAA orders and guidance. QA/QC costs are not identified as a separate line item, but incorporated with each task/element of this scope of work.

Assumptions:

- The project duration will be 18 to 24 months.

Deliverables:

- Agency coordination throughout the project duration.
- Monthly invoices and progress report.
- Schedule preparation and maintenance.
- Attendance and facilitation of a project kick-off meeting with EDA and FAA staff.

Task 2. Refine Project Definition

Only a portion of BLH is equipped with a fence. Although a cattle fence composed of three strands of barbed wire is present in some areas, its construction is not sufficient to exclude wildlife or restrict public access from the Airport. The Airport is located in an area known to support the desert tortoise and other wildlife that can pose hazards to aircraft operations.

2.1 Project Scoping

The Consultant will conduct project scoping to help inform the preliminary project design. The Consultant will facilitate one agency scoping meeting in support of the proposed project. The scoping meeting will be held to gain input from targeted agencies, such as the USFWS, which has established survey protocols for the desert tortoise and specific construction guidelines for fences intended to exclude the desert tortoise. The California Department of Fish and Wildlife and local agencies also will be contacted for their input. Data gained from the scoping meeting will be incorporated into the preliminary design, project definition, and the performance of specialized environmental studies. The meeting will be held at the Airport or at EDA office, and participants will include, at a minimum: FAA, EDA Staff, and local planning agency staff, the Consultant, and a USFWS representative. If agency staff are unable to attend a meeting at BLH, a teleconference or webex meeting can be convened.

2.2 Engineering Site Visit /Fence Alignment Survey

Prior to the initiation of environmental studies, the Consultant will conduct a site survey in the area of the proposed fence to confirm the feasibility of the proposed location and alignment. Two engineers with aviation expertise will walk or drive along the proposed 7-mile fence alignment using an appropriate vehicle. The purpose of the site visit is to identify features that could necessitate changes to the proposed fence alignment or construction. Specific items that would affect the potential fence structure and its alignment include, but are not limited to: existing facilities and drainage features, permanent or intermittent streams or wash areas, or changes in terrain that could affect fence design. The visit will require at least two days for two engineers. Using a Global Positioning System (GPS), the engineers will identify and document the location of features that could affect the proposed fence location or design. The results of the site visit will be incorporated into the preliminary fence design (Task 2.3).

2.3 Preliminary Design

Based on the results of project scoping efforts and site visit/field survey, the Consultant will prepare a preliminary (25%) design of the proposed fence. The preliminary design will:

- Identify the location of the proposed fence.
- Identify the proposed height, material, etc.).
- Address site-specific design identified during project scoping and the field visit.

The Consultant will prepare the fence design to address the specifications for fence construction identified in FAA in Advisory Circular 150/5370-10, "Standards for the Construction of Airports" and Certalert No. 16-03, "Recommended Wildlife Exclusion Fencing", as appropriate. (Certalert 16-03 was prepared specifically to exclude deer and applies to Part 139 airports, but may prove useful input to the proposed project.) Guidance prepared by the USFWS for the construction of fences designed specifically to exclude the desert

tortoise will also be incorporated. Features identified by USFWS include, but are not limited to, additional fortification at the fence base, anchoring beneath the ground surface to prevent burrowing, etc.

Assumptions:

- EDA will provide access to the Airport.
- EDA will arrange for the meeting site and provide any necessary notifications.

Deliverables:

- Facilitation and participation in a scoping meeting at the Airport.
- Meeting invitations and documentation.
- Travel and two-day site visit/field survey by two engineers.
- Technical memorandum describing the results of agency requirements.
- Preliminary (25%) fence design.

Task 3. Specialized Environmental Studies and Agency Consultation

The Consultant's team will undertake specialized environmental studies to identify the presence and extent of environmental resources present in the project study area. The results of these studies will be used to formulate reasonable alternatives (see Task 5) that will fulfill the project purpose and need (see Task 4). Although the proposed EA will be developed to fulfill only NEPA requirements, field studies will be prepared so that data may be used to develop appropriate documentation pursuant to NEPA and the CEQA.

Task 3.1 Identify Biological Resources and Constraints (including Wetlands)

Task 3.1.1: Desktop Site Review

The Consultant will conduct a desktop review and research of the project site prior to conducting fieldwork. The following literature and materials will be reviewed:

- Aerial photographs of the project site to determine the potential presence of jurisdictional waters and wetlands.
- USGS topographic maps to determine the presence of any "blue line" water features.
- USFWS National Wetlands Inventory (NWI) maps to identify potential mapped wetlands.
- USDA soil mapping data.
- USFWS Planning and Conservation (IPaC) resource list and California Natural Diversity Database (CNDDDB) information to determine the potential presence for threatened and endangered (T&E) wildlife and plant species.
- Specific guidance pertaining to the desert tortoise.

Task 3.1.2: Biological Assessment and Jurisdictional Delineation

Project biologists will conduct biological surveys and record observed plant and wildlife species, soil types, hydrological characteristics, and overall habitat type. In conjunction with the biological survey, the Consultant's biologists will be looking to locate any potential jurisdictional waterbodies. If wetlands, streams,

or other waterbodies are encountered, a delineation will be conducted in accordance with the USACE Wetlands Delineation Manual and the Arid West Regional Supplement Version 2.0. A Trimble GeoXH™ GPS will be utilized to record boundaries of any wetlands or waters observed.

In addition to the biological resources evaluation described above, a specific survey will be performed to determine the presence of the desert tortoise. The survey will be performed using USFWS's "Pre-project Field Survey Protocol for Potential Desert Tortoise Habitats." A three-person team consisting of a lead desert tortoise biologist and two qualified desert tortoise biologists will conduct a pedestrian survey that will include 100 percent visual coverage of the ground surface over the entire proposed project site and study area. USFWS recommends that such surveys be conducted during the tortoise's most active periods, which is defined as the period from April through May or from September through October, when air temperatures are below 104°F.

Task 3.1.3: Biological Assessment and Jurisdictional Delineation Report Preparation

The Consultant will prepare a report based on knowledge of the special-status resources in the region, a review of relevant background literature, and a focused field survey of the Study Area. A discussion of plant and animal species observed on site will be included. Additionally, the report will be intended to provide the biological information that is necessary to avoid or minimize impacts to waters that are potentially jurisdictional. This information may also be used in support of permit applications (if any) associated with impacts to these waters.

The Consultant will submit one copy of a Draft Biological Assessment Report and a draft Wetland Delineation report to the Client and FAA for review. The Consultant will address one round of comments and prepare a final Biological Assessment Report for use in USFWS consultation and a final Wetland Delineation report for use in USACE consultation. Both reports will be used during EA preparation to identify the existing environment, potential environmental consequences, and mitigation measures.

Assumptions:

- EDA will provide property access to Consultant's personnel to complete the surveys.
- No agency consultation will be initiated under this Scope of Services.

Deliverables:

- A draft Biological Assessment Report incorporating the findings of all biological surveys (electronic deliverable in PDF and MS Word format).
- A final Biological Assessment Report (electronic deliverable in PDF and MS Word format).
- A draft Wetland Delineation Report incorporating the findings field surveys (electronic deliverable in PDF and MS Word format).
- A final Wetland Delineation Report (electronic deliverable in PDF and MS Word format).

Task 3.2 Identify Cultural, Historical, and Archaeological Resources

3.2.1 Perform Cultural Resources Survey

The Consultant will confer with the FAA to identify/validate the Area of Potential Effect (APE) associated with the project. The APE takes into account all direct and indirect impacts to potentially significant cultural resources. For the purposes of this cost estimate, it is assumed that the project APE will consist of the approximately 7.5-mile fence alignment and a 50-foot buffer on either side of the proposed alignment. Designated haul routes, construction staging areas, and equipment storage areas will also be included in the APE.

The Consultant will complete a cultural resource literature review and records search at the Eastern Information Center (EIC), housed at the University of California, Riverside. For purposes of this Project, this search will encompass a one-mile radius of the project area. The FAA's Los Angeles District Office will correspond with recognized Native American Tribes and organizations to facilitate Section 106 tribal consultation.

The Consultant will conduct a Phase I cultural resource investigation that includes a complete and intensive pedestrian survey of the Project APE by two qualified archaeologists. Field surveys will be conducted following the 30-day consultation period with Native American Tribes, so that tribal representatives can be afforded the opportunity to attend field surveys. Survey transect spacing will range from 10 to 15 meters (30 to 50 feet), and all landforms likely to contain or exhibit archaeologically or historically sensitive cultural resources will be inspected carefully to ensure that visible, potentially important cultural resources are discovered and documented. Additionally, the surveyors will investigate any unusual contours, soil changes, distinctive vegetation patterns, features such as road cuts, ditches, and stream cuts, and other potential cultural site markers. This scope assumes that only one previously documented resource will be encountered that requires an update to the site record and a formal evaluation of the resource.

The Consultant will prepare and submit a draft report of findings relevant to Section 106 and CEQA standards. The report will include a project description, regulatory context, APE map, cultural setting, study methods and results, resource evaluations, and recommendations for further cultural resources management, if necessary. It will also incorporate the results of the records search from the EIC, as well as communication with local Native American tribes.

The draft Cultural Resources Report will be submitted to the Client and FAA for review and comment. The Consultant will incorporate one round of comments and submit a final Cultural Resources Report, which will be used for agency consultation and EA preparation.

Assumptions:

- One cultural resource will be encountered during the survey. If additional cultural resources are encountered during the survey, project costs would be increased in accordance with the effort required to document the resource, which is based on the size and complexity of the resource.

Deliverables:

- Draft Cultural Resources Report (electronic deliverable in PDF and MS Word format).
- Final Cultural Resources Report (electronic deliverable in PDF and MS Word format).

Task 3.2.2 Identify Paleontological Resources

The Consultant will request a museum records search at the Natural History Museum of Los Angeles County (LACM) for potential paleontological resource localities both within and near the vicinity of the project boundary. To supplement museum collections records, a review of published and unpublished geologic mapping and literature will be performed to identify the geology and paleontology of the Project area. In addition, the project area will be located on the Riverside County's Paleontological Sensitivity Map to determine whether or not it overlies areas of high, low, or undetermined paleontological sensitivity. Upon completion of the records search and literature review, a technical memorandum will be drafted to document the findings and to provide project-specific recommendations. All paleontological work will be conducted in accordance with the Society of Vertebrate Paleontology guidelines and will meet the requirements of the CEQA.

Assumptions:

- A paleontological resource field survey is not required for the project.

Deliverables:

- A technical memorandum documenting results of research.

Task 4. Prepare Project Description, Project Purpose, and Need

The Consultant will prepare a project description and a detailed purpose and need statement for the proposed fence. The project description and the purpose and need statement will define the project, and it will be developed through a careful consideration of the statutory objectives of the proposed Federal action (i.e., unconditional approval of that portion of the Airport Layout Plan (ALP) that depicts the Proposed Action and federal funding). The project description and purpose and need statement will be written clearly and concisely to facilitate review by agency stakeholders and members the public. The project description will be presented as Chapter 2 of the EA.

The Consultant will provide ongoing coordination with the EDA staff, FAA, and affected agencies to develop and document the project description and purpose and need. The Consultant will provide a preliminary-draft of the chapter for review by EDA staff. EDA staff comments will be incorporated as appropriate. Following review by staff, the Consultant will revise the draft chapter for review by FAA. Following FAA review of the Purpose and Need chapter, the Consultant will facilitate a teleconference with FAA and EDA Staff. The Consultant will document the comments received during the meeting and revise the Draft EA chapter as necessary.

Assumptions:

- Coordination for the Project Description, Purpose and Need chapter will be conducted through teleconferences and email; no on-site meetings will be necessary.

Deliverables

- Preliminary-draft Project Description, Purpose, and Need chapter for review by EDA staff.
- Revised chapter for review by FAA staff.
- Facilitation and participation of a teleconference with FAA and EDA staff.
- Draft Project Description, Purpose and Need chapter for incorporation into the Draft EA

Task 5. Proposed Action and Alternatives

NEPA's implementing regulations mandate the consideration of all reasonable alternatives to the proposed action. The CEQ has defined "reasonable" alternatives as those which are prudent or feasible from a technical and economic perspective. In some instances, a reasonable alternative to the proposed action may not exist.

The preliminary engineering design task will be used to identify possible alternatives. Alternatives identified will be subjected to an initial screening evaluation. The purpose of this initial evaluation is to dismiss alternatives that do not achieve the proposed project's purpose and need, or those which are not prudent or feasible based on technological, cost, or safety-related criteria.

If there are no unresolved conflicts concerning alternative uses of available resources, the range of alternatives may be limited to the 'no action' and 'proposed action' alternatives (FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*). If another reasonable and feasible alternative to the proposed action is identified, the Scope of Services will be amended to account for the additional alternative and its analysis.

The Consultant will prepare a preliminary-draft alternatives discussion, which will serve as Chapter 3 of the proposed EA. Following submission of the preliminary-draft document, the Consultant will facilitate one teleconference with EDA and FAA staff. Pertinent comments received will be incorporated into the chapter for inclusion in the Draft EA.

Assumptions:

- Only the proposed action and no-action alternative will be analyzed in detail throughout the EA.

Deliverables:

- Preliminary-draft project alternatives chapter for review by EDA and FAA staff. The chapter will describe the proposed action, no-action alternative, and alternatives that were considered infeasible and dismissed from detailed analysis.
- Facilitation and participation of a teleconference with FAA and EDA staff.
- Draft alternatives chapter for incorporation into the Draft EA.

Task 6. Affected Environment

The Affected Environment refers to the environmental conditions that exist in the absence of the proposed project. The description of the environmental conditions associated with each resource serves as the

baseline against which potential environmental impacts are measured. Task 6 includes the collection and documentation of the existing environment. The Consultant will summarize the existing environment in an Affected Environment chapter. This chapter will describe each of the typical environmental resource categories included in FAA NEPA documents as described in FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*. A description of each of the following resource categories will be included. In the event that a specific resource is not present or would not be affected by the proposed project, a statement will be provided to indicate why the resource will not be affected and will not be evaluated or discussed further in the EA.

- **Air Quality:** BLH is located in the South Coast Air Quality Management District, which is a non-attainment area for three National Ambient Air Quality Standard (NAAQS) criteria pollutants; ozone (1- and 8-hour), particulate matter (PM) less than 2.5 microns, and lead (partial nonattainment), with a maintenance area for oxides of nitrogen (NOx). The EA will provide a description of the regional air quality status for each NAAQS criteria pollutants, including precursors of ozone.
- **Biological Resources:** The FAA will obtain an official species list from the USFWS to identify the potential presence of any federally endangered species in the project area per the Endangered Species Act (ESA). A search of the Natural Diversity Data Base will also be used to identify protected plant or animal species in the project area that may be included as part of the State of California Endangered Species Act (CESA). The discussion of biological resources will be based on those studied and described in Task 3.1.3. The Consultant will assist FAA with federal agency consultation associated with the presence of biological resources.
- **Climate:** The Consultant will prepare and document a qualitative discussion of existing climate conditions as well as climate change preparedness measures that may be in place within the study area (i.e., current measures in place to address climate change).
- **Coastal Resources:** The Airport is located approximately 80 miles east of the Pacific coast; the Consultant will provide a statement to identify that coastal zone management regulations and policies do not apply to the proposed project.
- **Department of Transportation Act: Section 4(f):** The Consultant will identify and document the presence of any Section 4(f) resources in the project area vicinity including public parks, recreational areas, wildlife and waterfowl refuges of national, state, or local significance, and any land sites deemed historical of national, state, or local significance.
- **Farmlands:** The Consultant will review soils maps to identify and document the presence of land that is classified by the Natural Resource Conservation Service as prime farmland, farmland of statewide importance, farmland of local importance, or unique farmland. The Consultant understands that no farmland will be taken out of cultivation to accommodate the proposed project.
- **Hazardous Materials, Solid Waste, and Pollution Prevention:** The Consultant will identify and document the presence of known hazardous waste generators and sites in the project vicinity using available information from federal EPA and State of California websites. Additionally, a records review will be conducted to identify current and past uses of hazardous materials or other conditions that may be pertinent to the proposed project.

- **Historical, Architectural, Archeological, and Cultural Resources:** Using the data obtained from the cultural resources investigation identified in Task 3.2, the Consultant will identify and document the presence of historic, cultural, and archeological resources through a review of the National Register of Historic Places. A cultural historian and an archaeologist will undertake a record review of the proposed project area and conduct a site visit to evaluate the area of potential effect associated with the proposed site (see Task 3.2). The Consultant will assist the FAA with outreach to the Office of Historic Preservation and the State Historic Preservation Officer/Tribal Historic Preservation Officer (SHPO/THPO) as requested. Paleontological resources will also be considered through a geosensitivity analysis.
- **Land Use:** The Consultant will identify and describe existing and future land uses in the project vicinity. The Consultant will review airport planning documents and local land use maps, comprehensive plans, zoning ordinances, recreation maps, and other applicable plans.
- **Natural Resources and Energy Supply:** The Consultant will identify and document energy demands and natural resource consumption associated with the project.
- **Visual Effects:** Although no Federal regulations govern light emissions or visual intrusions, the Consultant will review and document local policies and regulations associated with the visual effects of fence construction. A basic description of airfield lighting and scenic vista view sheds at and near the Airport will be included in this section.
- **Noise and Noise-Compatible Land Use:** The Consultant will identify and describe the land uses surrounding the Airport and disclose existing aircraft noise exposure throughout the project site.
- **Socio-economics, Environmental Justice, and Children's Environmental Health and Safety Risks:** The Consultant will describe existing socio-economic conditions and environmental justice populations within the Airport vicinity.
- **Water Resources:** The Consultant team will identify wetlands, floodplains, and surface waters including designated Wild and Scenic Rivers in the vicinity of the proposed project area, groundwater conditions, and water quality. The Biological Constraints study and associated fieldwork will include an investigation to identify potential wetlands in the project area.

Assumptions:

- Resource categories described will be limited to those identified in this section.

Deliverable:

- Affected Environment chapter for inclusion in the EA.

Task 7. Environmental Consequences

This task includes the technical analyses of potential direct and indirect environmental effects of the proposed actions for the specific impact categories listed in FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*. The following tasks detail each of the resource categories that will be assessed in the EA document and specific efforts that will be undertaken for relevant resource categories.

- **Air Quality:** According to updates to the FAA Air Quality Handbook in November 2015, a construction emissions inventory must be conducted for proposed projects. Since the proposed project will not produce emissions or affect the number of aircraft operations at BLH, the Consultant will prepare and document a quantitative evaluation of emissions associated only with project-related construction activities. The analysis will be based on the projected construction schedule, vehicles/and equipment, type of fuel used, vehicle/equipment utilization rates, and the year in which construction is anticipated. Emissions of NAAQS priority pollutants associated with construction will be evaluated. The Consultant will use an FAA-approved model, such as the EPA MOVES or EPA NONROAD model or the California Air Resources Board's EMFAC or OFFROAD model.
- **Biological Resources:** The Consultant will evaluate and document potential impacts to biological resources including federal and state listed threatened or endangered species, candidate species, and their critical habitats. The Consultant will assist the FAA in necessary coordination with the USFWS.
- **Climate:** The Consultant will evaluate and document potential climate-related impacts associated with construction and operation of the proposed fence.
- **Department of Transportation Act: Section 4(f):** The Consultant will evaluate and document potential effects to Section 4(f) properties as outlined in FAA Order 1050.1F, *Environmental Impacts: Policies and Procedures*. Consideration will be given to all potential uses of such properties, including direct use and constructive use. This Scope of Services assumes that no impacts to Section 4(f) properties will occur and neither a Section 4(f) nor Section 6(f) statement will be needed.
- **Farmlands:** The Consultant will evaluate and document the extent to which prime and unique farmland, could be affected by the proposed project. The Consultant anticipate that no cultivated areas will be affected by the proposed project.
- **Hazardous Materials, Solid Waste, and Pollution Prevention:** The Consultant will identify the potential effects of the proposed project on known hazardous materials. The Consultant will also address the disposal of excavated soils and project-related construction debris.
- **Historical, Architectural, Archeological and Cultural Resources:** The Consultant will identify resources in the project vicinity that are listed or may be eligible for inclusion on the National Register of Historic Places (NRHP). The Consultant will evaluate potential resources using the criteria of effect presented in 36 CFR 800.9. The Consultant will assist FAA in coordination and consultation with the SHPO and local tribes, however, FAA will be responsible for this coordination.
- **Land Use:** Using existing and proposed land use plans, the Consultant will evaluate and document the potential impacts of the proposed project on land use compatibility or on existing and/or future land uses in the area as a result of construction and operation of the proposed project.
- **Natural Resources and Energy Supply:** The Consultant will evaluate, document, and consider the potential change in energy consumption that would occur as a result of construction and operation of the proposed project.
- **Noise and Noise-Compatible Land Use:** The proposed project will not affect aircraft operations, and it is anticipated that the project will not result in any changes to aircraft noise exposure for those working on site or those living or working in the Airport vicinity. However, temporary noise effects could be

associated with project construction. The Consultant will prepare and document a qualitative discussion of the compatibility of the proposed project in an area that is exposed to aircraft noise, the potential for construction workers to be exposed to aircraft noise, and the effects of temporary construction noise.

- **Socioeconomics, Environmental Justice, and Children's Environmental Health and Safety Risks:** The Consultant will evaluate and document potential and induced socioeconomic impacts resulting from the proposed project. The impact analysis will consider both beneficial as well as adverse induced economic impacts, changes in the economic structure of the area, and economic opportunities and potential displacements resulting from shifts in economic demand. The proposed action is not anticipated to result in impacts to socioeconomic conditions.

In accordance with Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, and the accompanying Presidential Memorandum, and Order DOT 5610.2, Environmental Justice, the Consultant will conduct demographic analysis that identifies and addresses potential impacts on low-income and minority populations that may be disproportionately impacted by project construction and operation.

The Consultant will identify and assess environmental health risks and safety risks that could disproportionately affect children. Environmental health risks and safety risks include those risks to health or safety that are attributable to products or substances that a child is likely to come in contact with or ingest, such as air, food, drinking water, recreational waters, soil, or products they might use to which they may be exposed.

- **Visual Effects:** The Consultant will perform and document a qualitative analysis to determine the extent to which the proposed project will affect visual resources. As neither consultation nor the need for visual simulations is anticipated, these items are not included in this Scope of Services.
- **Water Resources:** The Consultant will evaluate and document the effects of the proposed project on water resources including wetlands, floodplains, surface waters, groundwater, and water quality. If impacts to Section 404 of the U.S. Clean Water Act are identified, the Consultant can amend its scope and cost to assist EDA in the procurement of necessary permits and authorizations.
- **Cumulative Impacts:** The Consultant will assess each environmental resource/impact category to determine if potential cumulative impacts would result from the proposed action. Cumulative impacts will be assessed by reviewing past, present, and reasonably foreseeable projects at the Airport and its vicinity. The extent of the study area for cumulative impacts will vary according to the resource evaluated.
- **Irreversible and Irretrievable Commitment of Resources:** The Consultant will evaluate and document the potential for the proposed project to result in an impact to or loss of resources that cannot be recovered or mitigated.

The Consultant will identify Best Management Practices and mitigation measures that can be implemented to minimize potential adverse effects of the proposed action, however, significant adverse impacts are not anticipated. Each resource discussion in the EA will include a description of proposed environmental commitments and mitigation measures that can be implemented to avoid or minimize the significance of potential project-related impacts.

Assumptions:

- Resource categories to be evaluated are those described above.

Deliverable:

- Environmental Consequences chapter.

Task 8. Preliminary Draft EA

The Consultant will document the results of all analyses in a Preliminary Draft EA, which will be submitted to EDA and FAA for review and comments. The Consultant will provide up to two hardcopies and a PDF version of the text for distribution to EDA and the designated FAA Environmental Protection Specialist (EPS).

The Consultant's team anticipates that a 30-day review period will be required by the EDA and FAA. Upon completion of agency review, the Consultant will facilitate a teleconference with agency staff to discuss the Preliminary Draft EA document. The Consultant will document all comments received and distribute meeting notes to the EDA and FAA.

Within two weeks of the receipt of FAA and agency comments on the Preliminary Draft EA, the Consultant will address pertinent comments and prepare a Draft EA for review by EDA and the FAA. All comments from the Preliminary Draft EA will be incorporated into a Revised Preliminary Draft EA. The Revised Preliminary Draft EA will be presented using track changes and only an electronic copies will be provided for review. Within two weeks of delivery of the Revised Preliminary Draft EA, The Consultant will participate in one teleconference with the Client and FAA EPS to confirm that all comments were addressed adequately.

Assumptions:

- A face-to-face meeting will not be required.

Deliverables:

- Up to two hardcopies and a PDF version of the Preliminary Draft EA.
- Facilitation of a teleconference to discuss the Preliminary Draft EA following a 30-day agency review period.
- Meeting notes to document comments received on the Preliminary Draft EA.
- A revised Preliminary Draft EA (electronic copy only).
- Facilitation of a teleconference to discuss the Revised Preliminary Draft EA.

Task 9. Draft EA Preparation and Distribution

Prior to public distribution of the Draft EA, the Consultant will work closely with EDA and FAA to prepare a Draft EA for EPS Peer Review, FAA Line-of-Business Review, and screencheck Draft EA for review and comment.

Task 9.1 Prepare Draft EA for EPS Peer Review (formerly Regional Review)

Within two week of the teleconference to discuss the Revised Preliminary Draft, the Consultant will prepare a Draft EA for EPS peer review. Two hard copies and a PDF version of the Draft EA will be provided to FAA for the EPS peer review, and electronic copies of the document will be provided to EDA and the designated EPS Peer Reviewer. A 30-day review EPS Peer Review period is anticipated.

Within two weeks following the receipt of comments from the EPS Peer Reviewer, the Consultant will hold a teleconference to discuss the Draft EA. The Consultant will document proposed changes that will be incorporated into the Revised Draft EA.

Deliverables:

- Two hard copies of the Draft EA and a complete PDF file.
- Participation in a teleconference with EDA and the EPS Peer Reviewer to discussed the Draft EA.
- Documentation of the teleconference and proposed changes to be incorporated prior to FAA's Line-of Business Review.

Task 9.2 Prepare Revised Draft EA for FAA-Line of Business Review

Within two weeks of the EPS Peer review teleconference, the Consultant will prepare a Revised Draft EA, which will be submitted for FAA Line-of-Business Review. Two hard copies and a PDF file will be provided. A 30-day Line-of-Business review period is anticipated.

Within two weeks following the receipt of comments from the FAA Line-of-Business Review, the Consultant will hold a teleconference to discuss comments received on the Revised Draft EA. We will document proposed changes that will be incorporated in to the Public Draft EA.

Deliverables:

- Two hard copies of the Revised Draft EA and a complete PDF file.
- Participation in a teleconference with EDA and other FAA representatives as necessary.
- Documentation of the teleconference and proposed changes to be incorporated prior to public circulation.

Task 9.3 Prepare Screencheck Version of the Draft EA for Agency Review

Within two weeks of the receipt of comments on the Revised Draft EA, the Consultant prepare a screencheck version of the Draft EA. The screencheck will be presented as an electronic deliverable that highlights responses to agency comments on the Draft EA. The Consultant will facilitate a teleconference with EDA and FAA within one week of the delivery of the screencheck Draft EA.

Assumptions:

- Screencheck version will be delivered in PDF format.

Deliverables:

- Screencheck copy of the Draft EA for review by EDA and FAA.
- Facilitation of a meeting or teleconference to discuss the Draft EA following a two-week agency review period.
- Meeting notes to document comments received on the Draft EA.

Task 9.4 Prepare Notice of Availability of the Draft EA

At least 1 month prior to public circulation of the Draft EA, the Consultant's team will prepare a Notice of Availability (NOA) of the Draft EA for publication in a newspaper of general circulation. The notice will identify the locations where the draft will be available, the duration of the review period, and whom to contact with questions. FAA will review the draft NOA before it is published. An approximately 1 week review period is anticipated. The Consultant will incorporate FAA comments and provide the Final NOA to EDA for publication in a newspaper of general circulation and other appropriate media outlets and websites.

Assumptions:

- EDA will be responsible for publishing the notice and any related costs.

Deliverable:

- Draft text for an NOA for FAA Review
- Final NOA, which will be provided by EDA to a newspaper of general circulation and other appropriate media outlets and websites.

Task 9.5 Prepare Draft EA for Public Circulation

Within one week of agency approval of the screencheck Draft EA, the Consultant will prepare up to four hard copies and 15 compact disc (CD) copies of the Draft EA for distribution and public review at FAA's office, EDA, and additional locations identified by EDA (e.g., nearby public libraries, the Riverside County Planning Department Office, etc.). In addition, the Consultant anticipates that the EDA will post an electronic copy of the Draft EA on its website. A 30-day Public Review Period is anticipated.

Assumptions:

- Hard copies and CDs will be provided in quantities indicated.

Deliverables:

- Up to four hardcopies of the Draft EA and appendices.
- Up to 15 copies of the Draft EA and appendices in a CD format.
- Distribution of Draft EA copies to locations approved by EDA.

Task 10. Prepare Final EA

Task 10.1 Review and Respond to Public Comments

The Consultant team will collect, organize, and review all comments received during the 30-day public review and comment period, and we will prepare a draft response to each pertinent comment. The Consultant will prepare a draft Response to Comments Report for EDA and FAA review and comment. The Consultant will facilitate and participate in a teleconference with FAA and EDA and revise the responses as necessary. The Consultant will prepare a final Response to Comments Report, which will become an appendix to the Final EA.

Assumptions:

- Consultation will be by teleconference.

Deliverables:

- Draft Response to Comments Report for delivery to EDA and FAA.
- Facilitation and participation in a teleconference to discuss the Draft Response to Comments Report.
- Final Response to Comments Report.

Task 10.2 Prepare Draft-Final EA for Agency and FAA Review

The analysis and text within the Draft EA document and appendices will be revised as necessary in response to comments received from the public, stakeholders, and agencies. A preliminary-final EA for EDA review. The Consultant will incorporate pertinent EDA comments and prepare a Draft-Final Report for EDA and FAA review. Following FAA Review, the Consultant will participate in a teleconference to identify and discuss FAA comments on the Draft-Final EA. Once comments have been addressed, a screencheck Final EA will be provided to the FAA.

Assumptions:

- The Draft-Final EA will be provided in electronic format (either Word or PDF).

Deliverables:

- Draft-Final version of the EA for review by EDA and FAA.

Task 10.3 Prepare Screencheck Version of the Final EA for Agency Review

Within one week of the receipt of agency and FAA comments on the Draft-Final EA, the Consultant will respond to pertinent comments and prepare a screencheck version of the Final EA. The screencheck will be presented as an electronic deliverable that highlights responses to agency comments on the Draft-Final EA. The Consultant will facilitate a meeting or teleconference with the EDA and FAA within two days of the delivery of the Screencheck Final EA.

Assumptions:

- The screencheck version of the EA will be provided in electronic format (either Word or PDF).

Deliverables:

- Screencheck copy of the Final EA for review by EDA and FAA.
- Facilitation of a meeting or teleconference to discuss the Draft EA within two days of screencheck completion.

Task 10.4 Prepare Notice of Availability of Final EA

At least 1 month prior to public circulation of the Final EA, The Consultant's team will prepare a Notice of Availability (NOA) of the Final EA for publication in a newspaper of general circulation and other media outlets. The notice will identify the locations where the draft will be available, the duration of the review period, and whom to contact with questions. FAA will review the NOA before it is published. An approximately 1 week review period is anticipated. The Consultant will incorporate FAA comments and provide the Final NOA to EDA for publication in a newspaper of general circulation and other appropriate media outlets and websites.

EDA will be responsible for publishing and paying all fees for notice publication.

Assumptions:

- EDA will be responsible for publishing the notice and any related costs.

Deliverable:

- Draft text for an NOA for FAA Review
- Final NOA, which will be provided by EDA to a newspaper of general circulation and other appropriate media outlets and websites.

Task 10.5 Prepare Final EA for Public Circulation

Within one week of agency approval of the screencheck Draft EA, the Consultant will prepare up to four hard copies and 15 CD copies of the Draft EA for distribution and public review at FAA's office, EDA, and additional locations identified by EDA (e.g., nearby public libraries, the Riverside County Planning Department Office, etc.). In addition, the Consultant anticipates that the EDA will post an electronic copy of the Final EA on its website. The Consultant will support the FAA in the drafting of a FONSI upon request.

Deliverables:

- Up to four hardcopies of the Final EA and appendices.
- Up to 15 copies of the Final EA and appendices in a CD format.
- Distribution of Final EA copies to locations approved by EDA.
- Assistance in FONSI preparation at the request of the FAA.

Responsibilities of Sponsor

The Consultant's Scope of Services and Compensation are based on the assumption that the Sponsor will provide the following:

- A designated staff member who will be accessible and serve as a single point of contact throughout project activities.
- Available, pertinent information associated with the proposed project in a timely fashion.
- Access to and escorts for fieldwork to be performed within the AOA.
- Property boundary data, such as a recent survey or parcel description

Assumptions

- The FAA will serve as the Federal Lead Agency for the proposed project.
- EDA will serve as the project Sponsor.
- The proposed project includes the preparation of an EA pursuant to NEPA. Environmental documentation pursuant to the CEQA is not included at this time.
- All project-related studies will be developed so that they will support the development of a NEPA EA and the subsequent development of an Initial Study pursuant to the CEQA.
- No environmental impacts will be identified that cannot be mitigated to less-than-significant levels, and the project will conclude with FAA's issuance of a FONSI.
- Only the preferred action and a no-action alternative will be evaluated in detail.
- Based upon the nature of the proposed project, a public workshop is not included in this scope and cost. If a public workshop is determined to be necessary, the Consultant will revise its scope and cost to include a public workshop during the 30-day circulation period associated with the Draft EA

Schedule

The Consultant anticipates an approximate 18-month project schedule, but up to six additional months could be required to accommodate agency review periods. The Consultant is poised to begin work immediately upon Notice to Proceed (NTP), and anticipates that approximately 24 months will be required to fulfill the scope of work. However, the Consultant cannot be responsible for agency review schedules.

Our schedule is based on the following assumptions:

- FAA and EDA staff will be available to review documents and proposed revisions in a timely manner.
- Agency outreach and scoping can begin within two weeks of NTP.

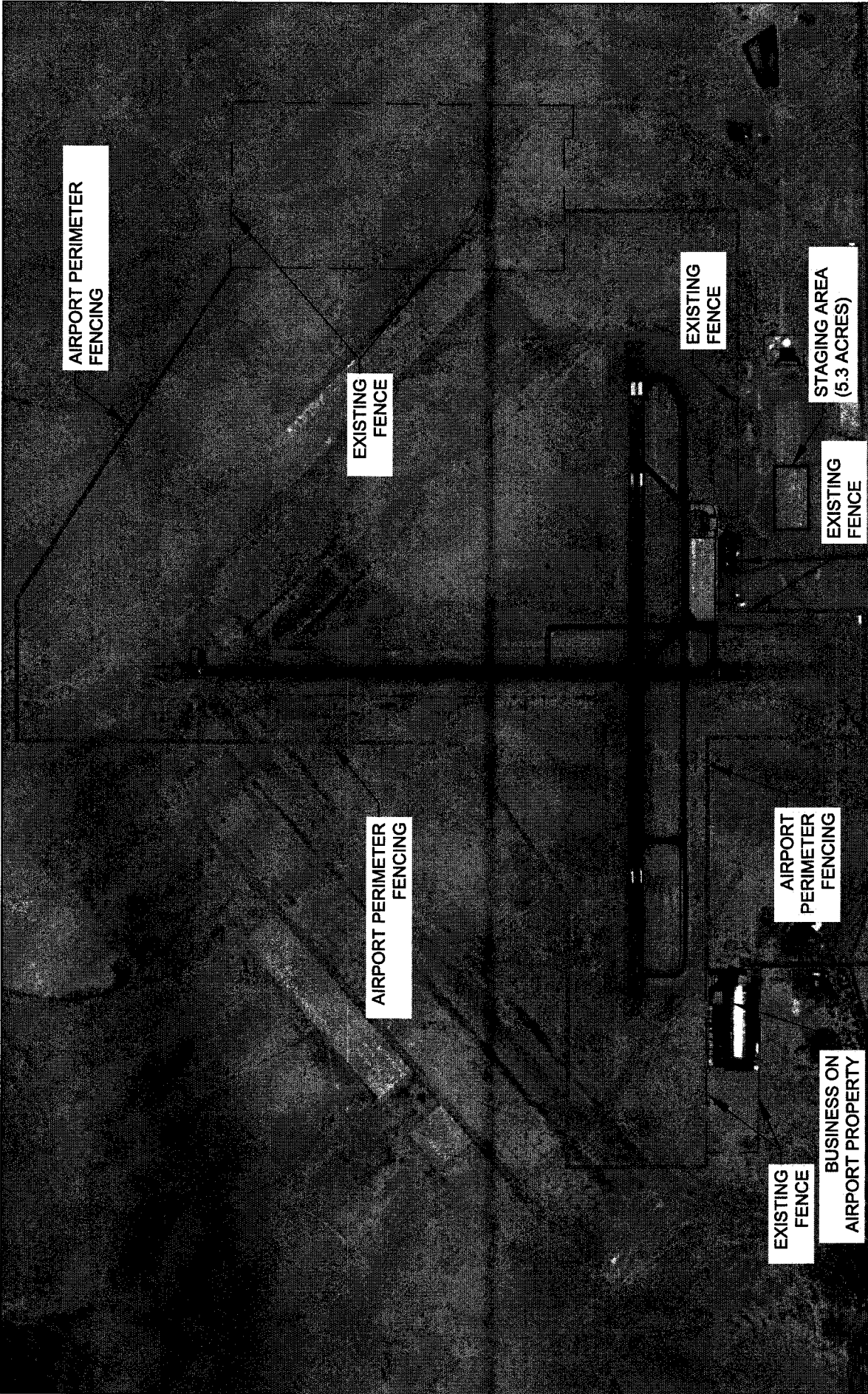
Compensation

The Consultant estimates that it can complete the proposed project on a lump sum basis for a not to exceed amount of Two Hundred Twenty Thousand Dollars (\$220,000), which includes labor and direct costs.

The current Mead & Hunt, Inc. Western Standard Billing Rate Schedule is included as *Attachment B*.

Attachment A

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COUNTY OF RIVERSIDE
BLYTHE AIRPORT
ENVIRONMENTAL ASSESSMENT
FOR PERIMETER FENCE

AUGUST 2017



PROJECT SKETCH

MEAD & HUNT, Inc.
California Billing Rate Schedule
Effective January 1, 2018

Standard Billing Rates

Clerical.....	\$73.00 / hour
Interior Designer, Technical Editor.....	\$106.00 / hour
Senior Editor.....	\$156.00 / hour
Registered Land Surveyor.....	\$120.00 / hour
Accounting, Administrative Assistant.....	\$100.00 / hour
Technician I, Technical Writer.....	\$92.00 / hour
Technician II, Surveyor - Instrument Person.....	\$106.00 / hour
Technician III.....	\$115.00 / hour
Technician IV.....	\$132.00 / hour
Senior Technician.....	\$160.00 / hour
Engineer I, Scientist I, Architect I, Planner I.....	\$120.00 / hour
Engineer II, Scientist II, Architect II, Planner II.....	\$130.00 / hour
Engineer III, Scientist III, Architect III, Planner III.....	\$140.00 / hour
Senior Engineer, Senior Scientist, Senior Architect, Senior Planner, Senior Economist.....	\$165.00 / hour
Project Engineer, Project Scientist, Project Architect, Project Planner.....	\$190.00 / hour
Senior Project Engineer, Senior Project Scientist, Senior Project Architect, Senior Project Planner.....	\$222.00 / hour
Senior Associate, Principal, Senior Client/Project Manager.....	\$300.00 / hour

Expenses

Geographic Information or GPS Systems.....	\$32.00 / hour
Total Station Survey Equipment.....	\$16.00 / hour
Charges for other equipment may appear in a proposal	
Out-Of-Pocket Direct Job Expenses.....	cost plus 15%
Such as reproductions, sub-consultants / contractors, etc.	

Travel Expense

Company or Personal Car Mileage.....	\$ IRS rate / mile*
* the current IRS rate as of Jan. 1, 2018 is: 54.5 cents per mile	
Air and Surface Transportation.....	cost plus 15%
Lodging and Sustenance.....	cost plus 15%

Billing & Payment

Travel time is charged for work required to be performed out-of-office. A minimum of two hours will be billed for any work out-of-office.

Invoicing is on a monthly basis for work performed. Payment for services is due within 30 days from the date of the invoice. An interest charge of 1.5% per month is made on the unpaid balance starting 30 days after the date of invoice.

This schedule of billing rates is effective January 1, 2018, and will remain in effect until December 31, 2018, unless unforeseen increases in operational costs are encountered. We reserve the right to change rates to reflect such increases.

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Such as reproductions, sub-consultants / contractors, etc.	

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Company or Personal Car Mileage	\$ IRS rate / mile*
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Such as reproductions, sub-consultants / contractors, etc.	

Travel Expense

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Charges for other equipment may appear in a proposal	
Out-Of-Pocket Direct Job Expenses.....	cost plus 15%
Such as reproductions, sub-consultants / contractors, etc.	

Travel Expense

Company or Personal Car Mileage..... \$ IRS rate / mile*

* the current IRS rate as of Jan. 1, 2018 is: **54.5 cents per mile**

Air and Surface Transportation..... cost plus 15%

Lodging and Sustenance..... cost plus 15%

Billing & Payment

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Accounting, Administrative Assistant.....	\$100.00 / hour
Technician I, Technical Writer.....	\$92.00 / hour
Technician II, Surveyor - Instrument Person.....	\$106.00 / hour
Technician III.....	\$115.00 / hour
Technician IV.....	\$132.00 / hour
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Engineer III, Scientist III, Architect III, Planner III.....	\$140.00 / hour
Senior Engineer, Senior Scientist, Senior Architect, Senior Planner, Senior Economist.....	\$165.00 / hour
Project Engineer, Project Scientist, Project Architect, Project Planner.....	\$190.00 / hour
Senior Project Engineer, Senior Project Scientist, Senior Project Architect, Senior Project Planner.....	\$222.00 / hour
Senior Associate, Principal, Senior Client/Project Manager.....	\$300.00 / hour

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