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November 6, 2012

John Willford
Mount Diablo Unified School District
Asst. Program Manager 2010 Measure C
Holbrook Elementary School
3333 Ronald Way
Concord, CA 94519

Subject: CEQA Environmental Review for the Clayton Valley Charter High School Outdoor
Outdoor Athletic Facility Improvements Project

Dear John:

LSA Associates, Inc., (LSA) is pleased to submit this proposed scope, schedule and budget for the preparation of appropriate environmental review documentation (both for an Initial Study/Mitigated Negative Declaration [IS/MND] and for an Environmental Impact Report [EIR], should one be necessary) analyzing the environmental effects of the Clayton Valley Charter High School Outdoor Athletic Improvements Project (project), pursuant to the California Environmental Quality Act (CEQA). This memo includes a short summary of our understanding of the project, and our approach to preparing both of these documents. This two-step approach (IS/MND first, followed by review of impact findings and decision on potential need for EIR) is the same as was used for the recent Northgate High School and College Park High School projects.

INTRODUCTION

Preparation of the IS/MND will be completed by LSA staff, utilizing the final site plan for the project, and any other supporting documents provided by the Mount Diablo Unified School District (District). Primary staff on this project will be **Matthew Plummer, Assistant Planner**, who will research and draft the preliminary version of the IS/MND. **David Clore, Managing Principal**, will serve as project manager and will oversee the IS/MND, review all outgoing emails or memoranda, complete the administrative draft version submitted to the District, and review all final products.

PROJECT UNDERSTANDING

The project is proposed by the District and includes several improvements to the existing combined track, soccer and football stadium (Sports Stadium) and other outdoor athletic facilities. Elements of the project that are under consideration at this time are described below. We understand that the need to prioritize the use of funds that are available for this project may result in minor modifications to this list or to the exact location of some of these facilities.

- Installation of new bleachers (accommodating between 800 and 1,000 spectators) alongside existing bleachers at the stadium;
- Installation of the following: an outdoor plaza entry way, concession stand, rest-room and two small storage buildings (each containing three storage units);
- Construction of a dual weight room/classroom modular building;
- Paving of an existing dirt and gravel parking lot;
- Demolition of two existing tennis courts;
- Development of an additional softball field, two tennis courts, a combined soccer/football field, and shot put and discus fields.

SCOPE OF WORK – IS/MND

Table 1 outlines LSA’s proposed scope of work for this assignment, which is discussed in greater detail below.

TASK A. PROJECT INITIATION

Project initiation will include several tasks, including a site visit, preparation of a base map, data gathering, and contacting select agencies and City departments. The project description for the IS/MND will also be prepared as part of project initiation subtasks.

1. Start-Up Meetings/Site Visit

LSA will meet with the project team to discuss the proposed project and the appropriate environmental review approach for the project. We will also visit the project site to familiarize ourselves with existing conditions and site features. Photographs of the site and adjacent land uses will be obtained during the site visit.

2. Base Map Preparation

A base map of the project site and vicinity will be prepared by LSA. The project site base map will be used to illustrate the project site’s relationship to surrounding land uses, roads, and key physical features of the site area.

3. Data Gathering and Evaluation

Existing data and analyses applicable to the project site and vicinity will be collected and evaluated. These include any background documents prepared by the District, environmental review documenta-

Table 1: Work Program Outline – IS/MND

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| <p>TASK A. PROJECT INITIATION</p> <ol style="list-style-type: none"> 1. Start-Up Meetings/Site Visit 2. Base Map Preparation 3. Data Gathering and Evaluation 4. Prepare Project Description <p>TASK B. CONDUCT ENVIRONMENTAL ANALYSIS</p> <ol style="list-style-type: none"> 1. Aesthetics 2. Agricultural Resources 3. Air Quality and Greenhouse Gases 4. Biological Resources 5. Cultural Resources 6. Geology and Soils 7. Hazards and Hazardous Materials 8. Hydrology and Water Quality 9. Land Use and Planning 10. Mineral Resources 11. Noise 12. Population and Housing 13. Public Services and Recreation 14. Transportation and Circulation 15. Utilities and Service Systems <p>TASK C. PREPARE INITIAL STUDY</p> <ol style="list-style-type: none"> 1. Administrative Draft IS/MND 2. Screencheck Draft IS/MND 3. Public Draft IS/MND <p>TASK D. RESPOND TO COMMENTS</p> <p>TASK E. PREPARE MITIGATION MONITORING AND REPORTING PLAN</p> <p>TASK F. PREPARE NOTICE OF DETERMINATION</p> <p>TASK G. PROJECT MANAGEMENT</p> <p>TASK H. MEETINGS AND PUBLIC HEARINGS</p> |
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tion from previous projects, and applicable City of Concord planning and policy documents. It is anticipated that the District will provide the following information:

- Final details of the proposed project, including: conceptual site plan of improvements; demolition and construction schedule; anticipated construction equipment to be used; bleacher and parking lot capacity; anticipated storm drainage features.
- Details regarding the anticipated track/field uses, including: details regarding games/competitions using the facility (approximate number per year, hours per day, starting and ending time); anticipated spectator attendance.

4. Prepare Project Description

LSA will prepare the project description based on materials provided by the project team. The project description will include a discussion of the key characteristics of the project site and its vicinity, project objectives, details of the proposed project, the approval process, the anticipated construction schedule, and any permits that would be sought as part of project approval.

TASK B. CONDUCT ENVIRONMENTAL ANALYSIS

LSA will undertake the research that will be necessary to evaluate the environmental effects of the proposed project. The following topics will be addressed in the IS/MND, as outlined in the CEQA Environmental Checklist Form (Appendix G of the *CEQA Guidelines*): *aesthetics; agriculture and forestry resources; air quality and greenhouse gas emissions; biological resources; cultural resources; geology and soils; hazards and hazardous materials; hydrology and water quality; land use and planning; mineral resources; noise; population and housing; public services and recreation; transportation and circulation; and utilities and service systems*. The assumptions and methodology for addressing these topics are addressed below.

It should be noted that LSA has been provided copies of two previous CEQA documents for the CVCHS stadium lighting project (2003) and an increase in the number of lighted events (2006). We will attempt to maximize our use of background information provided therein.

Aesthetics. The aesthetics section will describe existing visual conditions in and around project improvements, including the Sports Stadium, as well as views to and from the surrounding area. It is not expected that any element of the proposed project would have an effect on scenic vistas or the character of the surrounding area.

Agriculture and Forestry Resources. It is not expected that the proposed project would have any effect on agricultural or forestry resources in or around Concord.

Air Quality and Greenhouse Gases. In response to the Initial Study Checklist questions, LSA will prepare an air quality and greenhouse gas analysis for the proposed project, based in part on the traffic analysis. The air quality analysis will include the following components: 1) assessment of baseline air quality in the area, as documented by nearby air monitoring stations; 2) assessment of traffic and construction impacts; 3) assessment of operational impacts; and 4) recommendation of mitigation measures consistent with Bay Area Air Quality Management District (BAAQMD) guidelines. LSA will evaluate the project's impacts on global climate change and greenhouse gas emissions in accordance with the *CEQA Guidelines* Amendments that became effective on March 18, 2010. The guidelines state that a lead agency should make a good-faith effort, based on available

information, to describe, calculate or estimate the amount of GHG emissions resulting from a project and determine if the project is consistent with GHG reduction plans. LSA will provide a quantitative assessment of GHG emissions associated with all relevant sources related to the project for which project data are available, including construction activities, vehicle emissions, energy consumption, and water usage using the BAAQMD's Bay Area Greenhouse Gas Model (BGM) or the latest California Emissions Estimator Model (CalEEMod).

Biological Resources. Because the project site is developed, the project is not expected to result in impacts to terrestrial wildlife, including special-status species, or their habitats. Therefore, no field surveys or database searches for special-status species or sensitive habitats are included in the scope of work. Mitigation measures will be recommended, if necessary.

Cultural Resources. The school facilities are not believed to be historic resources; as such, a historical records search will not be included as part of the analysis. Because accidental discovery of cultural resources is a possibility whenever ground-disturbing activities are conducted, mitigation measures may be recommended for accidental discovery of paleontological and archaeological resources during subsurface construction activities.

Geology and Soils. The geology and soils section will summarize the potential for geologic impacts based on information available in any geotechnical reports that may be available and provided by the District. The geology, seismicity and soils analysis will assess the proposed project and its potential impacts associated with earthquakes, landslides, and unstable soil conditions, including erosion and shrink-swell soils. Potential impacts will be evaluated against the significance criteria. Applicable local, regional, State, and federal laws and regulations will be identified. The IS/MND will address potential impacts related to geologic and soils hazards and suggest mitigation measures, if necessary.

Hazards and Hazardous Materials. LSA will summarize any available information on hazards and hazardous materials. It is not anticipated that the project would expose construction workers or facility users to hazardous materials.

Hydrology and Water Quality. The IS/MND will qualitatively evaluate potential impacts related to hydrology and water quality. If necessary, practical mitigation measures will be identified that would reduce or eliminate potential impacts related to hydrology and storm drainage. Additional mitigation may focus on incorporating source control (designed to eliminate exposure of runoff to pollutants) and treatment control (designed to treat runoff that may contain pollutants) BMPs in the project design to minimize impacts to water quality.

Land Use and Planning. This section will include a description of existing land uses within and in the vicinity of the project site. The IS/MND will address potential land use and planning impacts and suggest mitigation measures, if necessary.

Mineral Resources. It is anticipated that the project will have no effect on mineral resources.

Noise. LSA will prepare a noise analysis for the proposed project. The noise analysis will include the following components: 1) a description of existing noise conditions in and around the project site; 2) a quantitative assessment of noise impacts related to project construction; 3) a qualitative analysis of operational activities (including traffic noise impacts) on sensitive receptors; and, if required, 4) preparation of mitigation measures consistent with best practice standards.

Population and Housing. It is not expected that the proposed project would have any effect on population or housing.

Public Services and Recreation. The project is intended to better accommodate existing sports activities that currently operate at the project site. Thus the project is not expected to increase demand for fire/emergency, police or other public services.

Transportation and Circulation. The focused traffic analysis will be prepared according to the methodology contained in the Contra Costa Transportation Authority (CCTA) Technical Procedures. Currently, the technical procedures are undergoing revision and therefore it is anticipated that the 2006 Technical Procedures will be utilized. Based on discussions with District staff, the project would upgrade existing facilities and provide new facilities that would be used by existing students, staff at CVCHS and the general public. Installation of new stadium bleachers is intended to provide seating for existing spectators that currently sit or stand adjacent to the field because of limited bleacher space. As a result, the project would not be expected to increase vehicle trips generated by the school.

Using detailed information on use and operation of the new facilities, LSA will prepare a trip generation analysis. As noted above, it is anticipated that the trip generation analysis will conclude that no additional trips would be generated by the project. Utilizing this information, LSA staff will prepare responses to the Initial Study Transportation and Circulation questions. If the project generates no additional trips, then no further analysis, besides that required to prepare the IS section, would be required.

If it is found that the project could generate additional vehicle trips, then a traffic analysis may be required. The project could generate vehicle trips if there is likely to be additional spectators over the existing condition or if the new facilities are planned to be used by community groups after school hours. Furthermore, increases in sports participation could increase AM or PM peak-hour trips if additional students arrive before school hours or stay after school dismissal for sports practice.

If a traffic analysis is required, the analysis will evaluate the highest trip-generating condition. This is likely to be a large event at the football field, such as a football game where the bleachers are filled and there are overflow spectators. The following tasks will be necessary to complete the traffic analysis:

- **Data Collection.** LSA will collect AM peak-hour traffic counts at up to 10 study area intersections. Because morning sports practices would likely be held during zero period, which begins at 7:00 a.m., new project trips in the morning would occur before the peak commute hours. The largest trip generating event is likely to be home football games, which would generate trips during the PM peak commute hours. Because trips are not anticipated to be generated during the AM peak hour, no analysis of AM peak-hour conditions will be required. The study area for the analysis will be selected based on the potential attendance area of the school, and the potential attendance area will be determined by identifying the location of the school in relation to surrounding high schools. LSA will request from the City of Concord a list of approved projects in the vicinity of high school to use in developing a cumulative scenario.
- **Project and Cumulative Trip Generation, Distribution and Assignment.** Project trips will be generated for the proposed project based on the anticipated attendance at a large event, the anticipated mode split and ride-sharing behavior expected of event participants and attendees, and the

start and end times of the event. This information should be provided to LSA by the District. Trips generated by cumulative projects will be generated and assigned to the street system based upon traffic studies for the approved projects, if available. If these studies are not available, LSA will generate trips using trip rates contained in the Institute of Transportation Engineers (ITE), Trip Generation, 9th Edition and manually distribute trips to the street system. For purposes of this budget, trip generation, distribution and assignment for up to six approved projects is assumed.

- *Evaluation Scenarios.* LSA will analyze the levels of service for the study area intersections for the following four scenarios:
 - Existing
 - Existing Plus Project
 - Cumulative (Existing plus growth to project opening year plus cumulative projects)
 - Cumulative Plus Project

Intersections will be analyzed using the Contra Costa Transportation Authority Circular 212 LOS methodology.

- *Mitigation Measures.* If any project impacts are identified, LSA will recommend specific mitigation measures to maintain acceptable traffic conditions under each of the scenarios. Because large events at the sports fields would not be a regular occurrence, LSA will first select operational measures for mitigation, rather than physical improvements. Operational measures could include temporary traffic signal timing modification, event traffic control, or off-site parking and shuttling of participants and attendees.

The above tasks will be summarized in a focused traffic analysis that provides the analysis methodologies, data, and results. One revision of the traffic analysis is included in this scope and budget. The focused traffic analysis will be completed within six weeks of notice to proceed.

Utilities and Service Systems. LSA will evaluate the impacts to utilities and service systems that could result from implementation of the proposed project. The IS/MND will suggest mitigation measures, if necessary.

TASK C. PREPARE INITIAL STUDY

Based on the environmental analysis conducted as part of Task B, LSA will prepare an IS/MND for review by the project team.

1. Administrative Draft IS/MND

LSA will prepare an Administrative Draft IS/MND with the following components. Figures will be provided to illustrate the project site and the proposed project.

- Project Description
- CEQA Environmental Checklist Form
- Mandatory Findings of Significance
- Contacts and Bibliography
- Technical Appendices (as needed)

Five (5) paper copies and one digital copy of the Administrative Draft IS/MND will be submitted to the project team for review and comment. At the end of the District's review, LSA will discuss comments on the Administrative Draft by phone or e-mail, if desired.

2. Screencheck Draft IS/MND

Based on a single set of consolidated and non-contradictory comments, LSA will amend the Administrative Draft IS/MND and prepare a Screencheck Draft for final review by District staff. The Screencheck Draft will be provided in digital format, along with a compare version that explicitly shows changes between the two drafts in underline and ~~strikeout~~.

3. Public Draft IS/MND

LSA will make any final refinements to the Screencheck Draft IS/MND based on a single set of consolidated non-contradictory comments provided by District staff. Ten (10) copies of the Draft IS/MND will be submitted to the project team. Digital files would also be provided.

TASK D. RESPOND TO COMMENTS

Immediately following the end of the public review period, LSA will discuss with the District any comments received during the public review period, and the approach to undertake in responding to comments. This scope assumes that LSA would respond to a moderate number of comments from the public and agencies in the form of a memorandum, and a total of 32 hours of time has been allocated for this task.

TASK E. PREPARE MITIGATION MONITORING AND REPORTING PLAN

LSA will prepare a Mitigation Monitoring and Reporting Program (MMRP) for all mitigation measures identified in the IS/MND. We will identify responsibility for implementing and monitoring each mitigation measure, along with monitoring triggers and reporting frequency, for review and approval by District staff.

TASK F. PREPARE NOTICE OF DETERMINATION

Immediately upon project approval, LSA will prepare a Notice of Determination (NOD) for the District to file with the State Clearinghouse and the Contra Costa County Clerk.

TASK G. PROJECT MANAGEMENT

LSA will undertake a variety of general project management tasks throughout the process of preparing the IS/MND and presenting it to decision-makers. David will provide input on and monitor the scope, budget, and scheduling of the project. He will review all prepared text, tables, and graphics before these materials are presented as administrative review documents and will review all final products and ultimately be responsible for quality assurance for all work undertaken. He will also be available for consultation on CEQA procedural matters, as well as application of the *CEQA Guidelines* to this project. Matt will coordinate the day-to-day research, analysis and writing activities associated with the project.

TASK H. MEETINGS AND PUBLIC HEARINGS

David and Matt will be available throughout the environmental documentation period to meet with the project team to discuss the environmental review strategy and work products. The cost estimate includes attendance by David and Matt at two conference calls/meetings, one presentation of the Initial Study to the public, and two Board hearings, in addition to the start-up/strategy meeting described under Task A.

BUDGET AND SCHEDULE

For completion of the scope of work discussed above, LSA proposes a total budget of \$55,845. Table 2 (next page) provides a detailed budget estimate. It also includes \$3,000 (roughly 5 percent) to be used to fund any contingencies that may arise during the course of the assignment. Funds would not be drawn from the contingency without authorization by the District's project manager. The total budget with the contingency would be \$58,845.

LSA would provide receipts when submitting requests for reimbursable costs.

LSA would provide an Administrative Draft IS/MND to the District within approximately 9 weeks of authorization to proceed. Our turnaround times for the Screencheck Draft and Public Review Draft would depend on the extent of District comments but could generally be accomplished within 1-2 weeks. A proposed schedule is included in Table 3.

Table 3: Clayton Valley Charter High School IS/MND Schedule

| Milestone | Responsible Party | Weeks to Complete | Cumulative Weeks |
|--|-------------------|-------------------|------------------|
| Authorization to Proceed | District | – | – |
| Prepare Administrative Draft IS/MND | LSA | 8 | 8 |
| Review of Administrative Draft IS/MND | District | 2 | 10 |
| Prepare Screencheck Draft IS/MND | LSA | 2 | 12 |
| Review Screencheck Draft IS/MND | District | 1 | 13 |
| Prepare and Reproduce Public Review Draft IS/MND | LSA | 1 | 14 |
| Public Review Period (30 days) | – | 4 | 18 |
| Prepare Final IS/MND and MMRP | LSA/District | 2 | 20 |
| Earliest date for IS/MND adoption | District | – | 22 |

Table 2
MDUSD Clayton Valley Charter High School IS/MND
Budget Estimate

| LABOR COSTS | | | | | | | | |
|--|------------------------------|--|--|--|------------------------------------|--------------------------------------|------------------------------------|-----------------|
| | Principal (Clore) | Assistant Planner (Plummer) | Air/Noise Manager (Fischer) | Air/Noise Specialist (Ault) | Transportation (Macias) | Word Processing (Hanshaw) | Graphics/Prod. (Linder) | Totals |
| <i>Hourly Rate:</i> | \$240 | \$70 | \$130 | \$110 | \$175 | \$95 | \$105 | |
| Task A Project Initiation | | | | | | | | |
| (1) Start-Up Meetings/Site Visit | 6 | 6 | | | | | | \$1,860 |
| (2) Base Map Preparation | | 2 | | | | | 4 | \$560 |
| (3) Data Gathering and Evaluation | | 6 | | | | | | \$420 |
| (4) Prepare Project Description | 2 | 12 | | | | 2 | 2 | \$1,720 |
| <i>Subtotal for Task A</i> | 8 | 26 | 0 | 0 | 0 | 2 | 6 | \$4,560 |
| Task B Environmental Analysis | | | | | | | | |
| (1) Land Use and Planning Policy | 2 | 8 | | | | | 4 | \$1,460 |
| (2) Aesthetics | 1 | 8 | | | | | 1 | \$905 |
| (3) Agricultural Resources | | 1 | | | | | | \$70 |
| (4) Air Quality and Greenhouse Gases | 1 | 4 | 34 | | | 1 | | \$5,035 |
| (5) Biological Resources | 1 | 6 | | | | | | \$660 |
| (6) Cultural Resources | 1 | 6 | | | | | | \$660 |
| (7) Geology and Soils | 1 | 8 | | | | | | \$800 |
| (8) Hazards and Hazardous Materials | 1 | 10 | | | | 1 | 1 | \$1,140 |
| (9) Hydrology and Water Quality | | 6 | | | | | | \$420 |
| (10) Mineral Resources | | 1 | | | | | | \$70 |
| (11) Noise | 4 | 6 | 2 | 36 | | 1 | 2 | \$5,905 |
| (12) Population and Housing | | 1 | | | | | | \$70 |
| (13) Public Services and Recreation | 2 | 8 | | | | 1 | | \$1,135 |
| (14) Transportation and Circulation | 2 | 2 | | | 12 | 1 | 4 | \$3,235 |
| (15) Utilities and Service Systems | 2 | 12 | | | | | | \$1,320 |
| (16) Mandatory Findings of Significance | | 2 | | | | | | \$140 |
| <i>Subtotal for Task B</i> | 18 | 89 | 36 | 36 | 12 | 5 | 12 | \$23,025 |
| Task C Initial Study/Mitigated Negative Declaration | | | | | | | | |
| (1) Administrative Draft IS/MND | 12 | 16 | 1 | 1 | 4 | 6 | 6 | \$6,140 |
| (2) Screencheck Draft IS/MND | 8 | 16 | 1 | 1 | | 4 | 4 | \$4,080 |
| (3) Draft IS/MND | 4 | 8 | | | | 2 | 2 | \$1,920 |
| <i>Subtotal for Task C</i> | 24 | 40 | 2 | 2 | 4 | 12 | 12 | \$12,140 |
| Task D Response to Comments | | | | | | | | |
| <i>Subtotal for Task D</i> | 8 | 24 | 0 | 0 | 0 | 2 | 2 | \$4,000 |
| Task E Mitigation Monitoring and Reporting Plan | | | | | | | | |
| <i>Subtotal for Task E</i> | 1 | 4 | 0 | 0 | 0 | 1 | 0 | \$615 |
| Task F Notice of Determination | | | | | | | | |
| <i>Subtotal for Task F</i> | 1 | 2 | 0 | 0 | 0 | 1 | 0 | \$475 |
| Task G Project Management | | | | | | | | |
| <i>Subtotal for Task G</i> | 16 | 8 | 0 | 0 | 0 | 0 | 0 | \$4,400 |
| Task H Meetings and Public Hearings | | | | | | | | |
| <i>Subtotal for Task H</i> | 14 | 16 | 0 | 0 | 0 | 0 | 0 | \$4,480 |
| TOTAL LABOR (ALL TASKS) | 90 | 209 | 38 | 38 | 16 | 23 | 32 | \$53,695 |
| DIRECT AND MISCELLANEOUS COSTS | | | | | | | | |
| 1. Deliveries and Postage | | | | | | | | \$100 |
| 2. Travel | | | | | | | | \$400 |
| 3. Traffic Counts | | | | | | | | \$0 |
| 4. Maps; Plans; Reports | | | | | | | | \$150 |
| 5. Printing | | | | | | | | \$1,500 |
| TOTAL DIRECT AND MISC. COSTS | | | | | | | | \$2,150 |
| TOTAL BUDGET | | | | | | | | |
| | | | | | | | | \$55,845 |
| CONTINGENCY | | | | | | | | |
| | | | | | | | | \$3,000 |
| TOTAL BUDGET WITH CONTINGENCY | | | | | | | | |
| | | | | | | | | \$58,845 |

OPTIONAL SCOPE OF WORK: ENVIRONMENTAL IMPACT REPORT

If, after completion of the Initial Study, the District determines that an Environmental Impact Report (EIR) would be the appropriate review document for the proposed project, the following tasks would be completed. For the purpose of estimating an outside range of potential scope of work and budget effects, we have based this optional set of tasks on a worst case assumption that up to four topical areas would need to be expanded into coverage in an EIR.

Table 4 outlines LSA’s proposed scope of work for this assignment, which is discussed in greater detail below. It should be noted that, in the event that an EIR is chosen as the appropriate route for project CEQA documentation, there could be an opportunity for cost savings depending on when the decision is made to transition from an IS/MND to an EIR (an early choice could result in small savings).

TASK A. UPDATE INITIAL STUDY

LSA will revise and update as necessary the research and analysis provided in the Initial Study. As noted above, this optional scope assumes that the previous Initial Study analysis of air quality, greenhouse gas emissions, noise and transportation topics would be removed and direction provided for the reader to see the main text of the Focused EIR for analysis of these topics.

TASK B. PREPARE NOTICE OF PREPARATION

LSA will prepare a Notice of Preparation (NOP) in accordance with the requirements of CEQA. LSA will be responsible for distribution to the State Clearinghouse. The District will be responsible for distribution and noticing in a local newspaper and to adjacent property owners.

Following the 30-day comment period, LSA will review all comments, recommend any needed changes to the proposed scope of work, and ensure that all submitted concerns are adequately covered by the EIR.

TASK C. PREPARE DRAFT EIR

Potentially significant impacts associated with aesthetics, air quality, greenhouse gas emissions, noise, and transportation and circulation (or whatever subset of these topics is determined appropriate) will be evaluated in the Draft EIR. The subtasks associated with preparation of the Draft EIR are discussed below.

Table 4: Work Program Outline – EIR

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| <p>TASK A. UPDATE INITIAL STUDY</p> <p>TASK B. PREPARE NOTICE OF PREPARATION</p> <p>TASK C. PREPARE DRAFT EIR</p> <ol style="list-style-type: none"> 1. Project Description 2. Setting, Impacts and Mitigation Measures <ol style="list-style-type: none"> a. Air Quality b. Greenhouse Gas Emissions c. Noise d. Transportation and Circulation 3. Alternatives 4. CEQA-Required Assessment Conclusions 5. Administrative Draft EIR 6. Screencheck Draft EIR 7. Public Review Draft EIR <p>TASK D. RESPOND TO COMMENTS</p> <p>TASK E. PREPARE FINDINGS</p> <p>TASK F. PREPARE MITIGATION MONITORING AND REPORTING PLAN</p> <p>TASK G. PREPARE NOTICE OF DETERMINATION</p> <p>TASK H. PROJECT MANAGEMENT</p> <p>TASK I. MEETINGS AND PUBLIC HEARINGS</p> |
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1. Project Description

LSA will expand the Initial Study project description for inclusion in the EIR. The EIR project description will include maps showing the location and boundaries of the project and a description of the characteristics of the project site.

2. Setting, Impacts, and Mitigation Measures

LSA proposes to prepare a focused EIR, which will evaluate the impacts related to air quality, greenhouse gas emissions, noise and traffic. All other environmental topics will be screened out using the Initial Study, as discussed above under Task A. For each of these topics, the information collected and analysis undertaken for the Draft Initial Study will be relied upon for the Focused EIR sections. For the most part – assuming that the proposed project does not change in ways that would affect the impact outcomes – converting these findings into EIR sections would be mostly a matter of restructuring, rewriting, and reformatting the Initial Study sections into EIR sections. The optional EIR budget estimates for these subtasks do include small additional efforts to formulate and discuss potential mitigation measures, and to discuss their pros/cons with District representatives before finalizing the report.

3. Alternatives

LSA will work with the District to develop an appropriate range of alternatives. This section will likely only analyze alternatives to the proposed project which may reduce the impacts to topics that are evaluated in the Focused EIR. Up to three alternatives will be considered.

4. CEQA-Required Assessment Conclusions

The potential growth-inducing impacts of the proposed project will also be evaluated. Additionally, CEQA Guidelines require that an EIR evaluate potential environmental impacts that are individually limited but cumulatively significant. These impacts can result from the proposed project alone or together with other projects. The analysis of cumulative effects will address the potential impacts associated with the proposed project in conjunction with other off-site, permitted, under-construction, or probable future projects.

5. Administrative Draft EIR

LSA will prepare five (5) copies of an Administrative Draft EIR for review by the District (this draft will also include the updated Initial Study). LSA will amend the Administrative Draft EIR based on a single set of consolidated non-contradictory comments received from the District.

6. Screencheck Draft EIR

LSA will prepare five (5) copies of a Screencheck Draft EIR for review by the District and will amend the Screencheck Draft EIR based on comments received from the District.

7. Public Review Draft EIR

LSA will submit fifty (50) copies of the Public Review Draft EIR (with the Initial Study included as an appendix) to the District. LSA will also provide the District with one digital version of the document on CD and one camera-ready copy of the document for making duplicate copies. In addition, LSA will prepare the Notice of Completion (NOC), in accordance with the CEQA Guidelines and be responsible for circulation of the NOC to the State Clearinghouse. LSA will assist the District with

local distribution of Draft EIRs and for publishing the notice in the local newspaper so as to ensure that appropriate noticing and distribution requirements are met.

TASK D. RESPOND TO COMMENTS

Immediately following the end of the public review period, LSA will discuss with the District all comments received during the public review period, and the approach to undertake in responding to comments. This scope assumes that LSA would respond to a substantial number of comments from the public and agencies, and has allocated 68 hours toward this task. Should an unexpectedly large number of responses be received, we would first draw from the contingency funds and, second, request a budget augment if needed. As with the Public Review Draft EIR, we would first provide an Administrative Draft Responses to Comments document, followed by a Screencheck version, followed by a Public Review version.

TASK E. PREPARE FINDINGS

LSA will prepare a draft Findings of Fact for significant environmental impacts identified in the EIR and a draft Statement of Overriding Considerations for significant unavoidable impacts, if applicable. This document will demonstrate the relationship of the Response to Comments Document to the project and the mitigation measures to be considered by the School Board during the review of the project.

TASK F. PREPARE MITIGATION MONITORING AND REPORTING PLAN

LSA will prepare a Mitigation Monitoring and Reporting Program (MMRP) for all mitigation measures identified in the Initial Study and Focused EIR. We will identify responsibility for implementing and monitoring each mitigation measure, along with monitoring triggers and reporting frequency, for review and approval by District staff.

TASK G. PREPARE NOTICE OF DETERMINATION

Immediately upon project approval, LSA will prepare a Notice of Determination (NOD) for the District to file with the State Clearinghouse and the Contra Costa County Clerk.

TASK H. PROJECT MANAGEMENT

LSA will undertake a variety of general project management tasks throughout the process of updating the Initial Study and preparing the Focused EIR and presenting it to decision-makers. David will provide input on and monitor the scope, budget, and scheduling of the project. He will review all prepared text, tables, and graphics before these materials are presented as administrative review documents. He will also be available for consultation on CEQA procedural matters, as well as application of the *CEQA Guidelines* to this project. Matt will coordinate the day-to-day research, analysis and writing activities associated with the project.

TASK I. MEETINGS AND PUBLIC HEARINGS

David and Matt will be available throughout the environmental documentation period to meet with the project team to discuss the environmental review strategy and work products. The cost estimate includes attendance by David and Matt at one new kickoff meeting, two conference calls/meetings and no additional Board hearings beyond the two assumed under the IS/MND budget.

BUDGET AND SCHEDULE

For completion of the optional EIR scope of work discussed above, LSA proposes a total budget not to exceed \$72,485. This budget estimate is the net additional amount that would be added to the IS/MND budget shown above in Table 2. Table 5 (below) provides a detailed budget estimate. It also includes a suggested \$3,500 to be used to fund any contingencies that may arise during the course of the assignment. Funds would not be drawn from the contingency without authorization by the District's project manager. The total budget with the contingency would be \$75,985.

We would provide receipts or other appropriate documentation for all direct/reimbursable costs.

LSA would provide an Administrative Draft EIR to the District within approximately 8 weeks of authorization to proceed and confirmation of final site plan/architectural details. Our turnaround times for the Screencheck Draft and Public Review Draft would depend on the extent of District comments but could generally be accomplished within a 1-2 week period.

Table 5
MDUSD Clayton Valley Charter High School
Environmental Impact Report
Budget Estimate

| LABOR COSTS | | | | | | | | | |
|--|----------------------|--------------------------------|--------------------------------|--------------------------------|-------------------------------|----------------------------|------------------------------|----------------------------|-----------------|
| | Principal (Clone) | Assistant Planner (Plummer) | Air/Noise Manager (Fischer) | Air/Noise Specialist (Ault) | Traffic Principal (Macias) | Traffic Analyst (Staff) | Word Processing (Hanshaw) | Graphics/Prod. (Linder) | <i>Totals</i> |
| <i>Hourly Rate:</i> | \$240 | \$70 | \$130 | \$110 | \$175 | \$100 | \$95 | \$105 | |
| Task A Update Initial Study | | | | | | | | | |
| <i>Subtotal for Task A</i> | 1 | 4 | 0 | 0 | 0 | 0 | 1 | 1 | \$720 |
| Task B Prepare Notice of Preparation (NOP) | | | | | | | | | |
| <i>Subtotal for Task B</i> | 1 | 2 | 0 | 0 | 0 | 0 | 1 | 0 | \$475 |
| Task C Prepare Draft EIR | | | | | | | | | |
| (1) Project Description | 4 | 8 | | | | | 2 | 2 | \$1,920 |
| (2) Setting, Impacts and Mitigation Measures | | | | | | | | | |
| (a.) Air Quality | 1 | 4 | 28 | 4 | | | 1 | 1 | \$4,800 |
| (b.) Greenhouse Gas Analysis | 2 | 4 | 16 | 4 | | | 1 | 1 | \$3,480 |
| (c.) Noise | 2 | 8 | 1 | 32 | | | 1 | 2 | \$4,995 |
| (d.) Traffic | 4 | 6 | | | 24 | 80 | 2 | 4 | \$14,190 |
| (3) Alternatives | 4 | 20 | 4 | | | | 1 | 1 | \$3,080 |
| (4) CEQA Required Assessment Conclusions | 1 | 8 | | | | | 1 | 1 | \$1,000 |
| (5) Administrative Draft EIR | 10 | 16 | 2 | 2 | 2 | 2 | 6 | 6 | \$5,750 |
| (6) Screencheck Draft EIR | 8 | 12 | 2 | 2 | 2 | 2 | 4 | 4 | \$4,590 |
| (7) Public Review Draft EIR | 4 | 12 | 1 | 1 | 1 | 1 | 2 | 2 | \$2,715 |
| <i>Subtotal for Task C</i> | 40 | 98 | 54 | 45 | 29 | 85 | 21 | 24 | \$46,520 |
| Task D Response to Comments | | | | | | | | | |
| <i>Subtotal for Task D</i> | 20 | 20 | 8 | 6 | 6 | 0 | 4 | 4 | \$9,750 |
| Task E Findings | | | | | | | | | |
| <i>Subtotal for Task E</i> | 2 | 16 | 0 | 0 | 0 | 0 | 2 | 0 | \$1,790 |
| Task F Mitigation Monitoring and Reporting Plan | | | | | | | | | |
| <i>Subtotal for Task F</i> | 1 | 4 | 0 | 0 | 0 | 0 | 1 | 0 | \$615 |
| Task G Notice of Determination | | | | | | | | | |
| <i>Subtotal for Task G</i> | 1 | 4 | 0 | 0 | 0 | 0 | 1 | 0 | \$615 |
| Task H Project Management | | | | | | | | | |
| <i>Subtotal for Task H</i> | 12 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | \$3,300 |
| Task I Meetings and Public Hearings | | | | | | | | | |
| <i>Subtotal for Task I</i> | 10 | 10 | 0 | 0 | 0 | 0 | 0 | 0 | \$3,100 |
| TOTAL LABOR (ALL TASKS) | 88 | 164 | 62 | 51 | 35 | 85 | 31 | 29 | \$66,885 |
| DIRECT AND MISCELLANEOUS COSTS | | | | | | | | | |
| 1. Deliveries and Postage | | | | | | | | | \$100 |
| 2. Travel | | | | | | | | | \$400 |
| 3. Maps; Plans; Reports | | | | | | | | | \$100 |
| 4. Printing | | | | | | | | | \$2,500 |
| Traffic Counts | | | | | | | | | \$2,500 |
| TOTAL DIRECT AND MISC. COSTS | | | | | | | | | \$5,600 |
| TOTAL BUDGET | | | | | | | | | |
| | | | | | | | | | \$72,485 |
| CONTINGENCY | | | | | | | | | |
| | | | | | | | | | \$3,500 |
| TOTAL BUDGET WITH CONTINGENCY | | | | | | | | | |
| | | | | | | | | | \$75,985 |

Table 6: Clayton Valley Charter High School Focused EIR Schedule

| Milestone | Responsible Party | Weeks to Complete | Cumulative Weeks |
|--|-------------------|-------------------|------------------|
| Decision to Proceed on Focused EIR | LSA | – | – |
| Prepare Project Description | LSA | 2 | 2 |
| Review Project Description | District | 1 | 3 |
| Draft NOP | LSA | 1 | 4 |
| <i>Public Review of Draft NOP(30 days)</i> | – | <i>30 days</i> | – |
| Prepare Administrative Focused EIR | LSA | 4 | 8 |
| Review of Administrative Focused EIR | District | 2 | 10 |
| Prepare Screencheck Draft Focused EIR | LSA | 2 | 12 |
| Review Screencheck Draft Focused EIR | District | 1 | 13 |
| Prepare and Reproduce Public Review Draft Focused EIR | LSA | 1 | 14 |
| <i>Public Review Period (45 days)</i> | – | 7 | 21 |
| Prepare Administrative Draft Response to Comments Document | LSA | 4 | 25 |
| Review Administrative Draft Response to Comments Document | District | 2 | 27 |
| Prepare Screencheck Draft Response to Comments Document | LSA | 2 | 29 |
| Review Screencheck Draft Response to Comments Document | District | 1 | 30 |
| Prepare and Reproduce Final Response to Comments Document | LSA | 1 | 31 |
| Earliest date for Focused EIR certification | District | 10 days (min.) | 33 |

We appreciate the opportunity to propose on this interesting project and look forward to working on it. Feel free to call us if you have any questions or suggestions for refinements to any aspect of this submittal.

Sincerely,

LSA ASSOCIATES, INC.



David Clore, AICP
Principal