

Attachment to Work Order Number 02-089770-04

SCOPE OF SERVICES

Park: Trione-Annadel SP (TASP)

Project: Trione-Annadel SP Road and Trail Management Plan and Associated Environmental Document for CEQA Compliance

DESCRIPTION OF WORK AND BACKGROUND:

Project Site Description and Background:

Trails are a key component of public recreation and, therefore, are critical to fulfilling the mission of the California Department of Parks and Recreation (DPR). DPR is committed to providing the highest quality trails for a diverse user group by planning and developing trails pursuant to the DPR's Trails Policy.

The purpose of a Road and Trail Management Plan (RTMP) is to provide guidance and direction for the management of experiences, sustainability, safety, and utility of transportation and recreation routes located within state park units. It should describe the existing road and trail conditions in a park and provide a roadmap for future management, including specific actions for individual roads and trails, and associated amenities and infrastructure.

The work will include evaluating the plan for California Environmental Quality Act (CEQA) Compliance to include determining and developing an appropriate environmental document.

Purpose:

This work order authorizes preparation of a RTMP and an associated CEQA Environmental Document. For the purposes of this Scope of Services (SOS) the Environmental Document is assumed to be a Mitigated Negative Declaration (MND) to include mitigation measures. If no significant impacts requiring mitigation are determined, the Environmental Document will be a Negative Declaration (ND). DPR is the CEQA lead agency.

SERVICES:

Basic Services:

Contractor shall provide all labor, materials, equipment, and subcontractors necessary to coordinate and prepare a RTMP and associated Environmental Document, as required by law and defined in this work order, for Trione-Annadel State Park (TASP). The SOS shall include the coordination of public engagement and input required for RTMP preparations and environmental review.

Work under this contract will begin upon receipt of the official Notice to Proceed. Contractor shall not perform additional work/tasks not included in the SOS for this work order. Any additional work/tasks not included in the SOS for this work order are performed at Contractor's own risk and payments shall not be authorized. Should additional work/tasks be needed to complete the work the State's Representative shall determine whether a revision can be made to this SOS or if a new work order shall be issued. If the additional work/tasks in question are approved by the State's Representative, Contractor shall not perform the additional work/tasks until a fully approved executed revised work order and Notice to Proceed are issued.

Contractor shall prepare all text documents, graphics, and plans using software and applications as agreed to by Contractor and State's Representative. Project scheduling will be completed in a table of milestone dates.

All versions of documents intended for posting online must adhere to standards of section 508 of the Rehabilitation Act and the Reclamation Visual Identity requirements, and DPR's Accessibility Guide. The

contractor is responsible for all remediation necessary to meet and pass DPR 508 compliance requirements.

The following shall be used as guidance for 508 compliance:

- [Bill Text - AB-434 State Web accessibility: standard and reports. \(ca.gov\)](#). Documents will need to meet "Web Content Accessibility Guidelines 2.0, or a subsequent version, published by the Web Accessibility Initiative of the World Wide Web Consortium at a minimum Level AA success criteria..."
- [CA Department of Rehabilitation](#)
- [WCAG 2 Overview | Web Accessibility Initiative \(WAI\) | W3C](#)

DPR Information Technology staff use ([Content Performance Platform - Siteimprove](#)) to scan the DPR website for 508 compliance. Generally checking with Acrobat, PAC 2021 (thorough testing and a visual representation of a screen reader), and a manual check of headings tags and the tag tree will usually determine if a document is complaint.

Contractor shall submit all work electronically for use by DPR unless otherwise specified in this SOS, including materials for posting to be shared with the public on DPR's public website. Electronic files shall be submitted in the original software format, such as Microsoft Word, AutoCAD, ArcView, Adobe Creative Suite, Project programs, and also in .pdf format, when needed for website posting as noted in the following work tasks.

TASK 0 – PROJECT ADMINISTRATION AND MANAGEMENT

Subtask 0.1 Project Administration and Management

Contractor shall provide project administration, management activities, and office overhead normal to the preparation of SOS Tasks during the schedule of the work. Contractor shall provide a project manager with experience in public agency plan preparation and processes associated with land management planning. Contractor, to the best of their abilities, shall provide project management consistency through the term of the work order. Administration and management of this project shall be undertaken primarily by Contractor's Principal-in-Charge, Project Manager, in-house staff, as applicable, and project accountant. Activities related to project safety, quality control, contract and subcontract administration, project accounting, and project billing shall occur under this Task. It shall also cover miscellaneous management and administrative communications and activities performed at the direction of DPR. Meetings will be held in-person or virtually as agreed upon by Contractor and State's Representative.

Contractor Deliverables:

- Ongoing Project Management
- Participation in up to 36 virtual bi-weekly or semi-monthly meetings to include DPR project manager/lead, DPR District project manager/lead, Contractor project manager, and other staff as appropriate, to keep informed about the planning process and project status. Meeting dates and format to be set by mutual agreement between Contractor and State Representative. Meetings are expected to typically last approximately 30 minutes but may occasionally last up to 1 hour to meet project needs
- Attend no more than three (3) site visits necessary for project orientation and site analysis. Site visit dates to be set by mutual agreement between Contractor and State Representative
- Prepare meeting agenda, meeting minutes, and summary of key decisions and actions for all meetings; distribute to participants
- Monthly invoices, per Master Services Agreement, presenting summary Task progress, percent completion of Tasks, and percentage completion of budget for services to support accomplishment of work associated with the project
- Ongoing maintenance of Contractor's contributions to the project administrative record

DPR Deliverables:

- Review and approval of Contractor invoices and processing for payment
- Participation in scheduled meetings
- Review proposed agendas and meeting notes.
- Monthly coordination with Contractor and review of project scheduled actions and due dates for deliverables.

Subtask 0.2 Draft Work Schedule

Contractor shall develop a Draft Work Schedule describing in detail the timeline necessary to complete Tasks 1-6 upon completion of Task 1 and in conjunction with Table 1, Deliverable Schedule.

Deliverables

Contractor Deliverables:

- Draft Work Schedule

DPR Deliverables:

- Review Draft Schedule and provide comments.

Subtask 0.3 Final Work Schedule

Contractor shall refine Draft Work Schedule based on DPR comments and submit a Final Work Schedule to DPR.

Deliverables

Contractor Deliverables:

- Final Work Schedule
- Updates of the Final Work Schedule, as needed

DPR Deliverables:

- Review and approve Final Work Schedule
- Review Final Work Schedule updates as required

TASK 1 - START-UP AND EXISTING CONDITIONS

Subtask 1.1 Start-up Meeting

Upon receipt of the official Notice to Proceed, Contractor shall attend a start-up meeting with DPR to begin the Task associated with this work order. Contractor shall meet with DPR's team (which will be composed of DPR district, sector, park, and Strategic Planning and Recreation Services Division staff) to establish communication protocols, collect background information, discuss the scope of work, proposed project schedule, deliverables, "work percent-complete-by-Task" invoice procedures, procedures for gathering data for the project, and identify project participants, trail management issues, and

opportunities. Meeting location and format to be determined by mutual agreement between Contractor and State Representatives. DPR and Contractor shall define the format and organization of the RTMP and required Environmental Documents. DPR shall provide to Contractor copies of the available information regarding TASP and other relevant data and documents, including examples of previously completed RTMP's, geographic information system (GIS) data, mapping, previous Environmental Documentation, and existing email and postal mailing lists of known stakeholders and interested parties.

Following the start-up meeting, Contractor shall submit a Draft Work Schedule as specified in Subtask 0.2 with milestone dates and proposed format for the document to DPR for review and approval. Contractor shall also submit meeting notes identifying key decisions and actions and identifying roles and responsibilities.

Contractor Deliverables:

- Start-up agenda and meeting notes
- Attend project start-up meeting
- Summary meeting notes of key decisions and actions

DPR Deliverables:

- Attend project start-up meeting
- Existing conditions reports and data from TASP
- TASP Cornerstone Document (Draft or Final)
- Miscellaneous planning and resource documents relevant to RTMP development.
- Information on the number and patterns of anticipated trail and visitor use, system-wide planning, base maps, mapped resource information and GIS data layers
- Existing documentation for TASP, as available
- Existing digital files of all data or mapping of TASP, as available
- Copies or electronic files of related reports and studies relevant to the development of the RTMP and environmental compliance documentation
- Site photos in electronic file format, including current and historic photos
- Example of previously completed DPR RTMP's

Subtask 1.2 Review of Existing Data and Information

Existing data, as specified in Subtask 1.1, has been gathered for TASP and will help serve as a baseline for preparation of the RTMP and environmental document, in combination with other existing studies, plans, and Environmental Documents provided by DPR at the start-up meeting. Supplementary information may be provided to the Contractor at the start-up meeting to incorporate into the baseline/existing conditions. Contractor shall review existing information on existing conditions in documents and GIS maps of TASP, and applicable information about the adjacent area and region to establish the baseline conditions for the planning process.

It is assumed that the majority of background data, base maps, and GIS layers provided to Contractor in Subtask 1.1 will be sufficient for the contractor to generate existing conditions and base map data for the RTMP. However, in some cases it may be necessary for Contractor to obtain the most updated/current material, in accordance with the following paragraph, and Contractor should account for this time in the project scope. Following the review of all existing data, reports, and mapping DPR and Contractor shall confirm adequacy of data provided and identify any additional data needs, Contractor shall include a brief explanation of data adequacy and gaps, if any, in the review memo.

DPR shall review all data gaps identified by Contractor and shall determine if additional research and data gathering Tasks need to be performed by Contractor to complete a RTMP and associated

Environmental Document. If additional updated/current material or data needs are identified, Contractor shall coordinate with DPR regarding the implementation of Subtask 1.3.

Contractor Deliverables:

- Data review results and data gaps memorandum
- Information gathering, as noted

DPR Deliverables:

- Review data gaps, if any, and authorized Subtask 1.3 upon mutual agreement between Contractor and DPR

Subtask 1.3 Supplemental Studies and Data Collection (*Optional Subtask*)

If the data compiled in subtask 1.2 is deemed insufficient, by mutual agreement between the State Representative and the Contractor, to effectively evaluate RTMP recommendations or environmental evaluations then the Contractor shall be directed to collect additional data to meet this need. This subtask shall cover up to two hundred (200) hours of Contractor time to complete. This subtask shall be exercised only after written permission from the State's Representative is provided to the Contractor. Any cost incurred by the Contractor prior to a written agreement shall be the Contractor's responsibility and shall not be reimbursed by the State.

Contractor Deliverables:

- Studies and data collection necessary to fill identified data gaps.
- Information gathering, as noted

DPR Deliverables:

- Review supplemental studies and data performed and collected by Contractor.

TASK 2 – ROAD AND TRAIL MANAGEMENT PLAN

Subtask 2.1 Base and Planning Mapping

Contractor shall use the existing GIS and printed maps provided by DPR to prepare the base map for planning and presentation purposes. As previously noted, DPR provided GIS data may require some revisions during base map development. Although these changes are expected to be minor, the Contractor should account for this in project scope and cost preparations. Boundary, parcel data, and aerial photography will be provided to Contractor, as available. Contractor will prepare templates which will be used for existing conditions and planning maps from the base map. These maps will be maintained and updated by the Contractor as information is developed or becomes available during the Project.

The base map will serve as the baseline for resource descriptions and planning development. Information will include project site boundaries, condition assessments, routes, topography, aerial photo imagery, property ownership, easements, existing site characteristics, names of important site features (such as roads), important landmarks, adjacent public property owners, and other information pertinent to the planning process.

Contractor shall prepare an opportunities and constraints map for internal use, public presentation, and inclusion in the RTMP as determined. This map shall identify resource constraints and recreation opportunities to development in TASP to assist in planning recommendation development to the extent GIS data on resources and recreation opportunities are available or have been obtained in Task 1. The contractor shall also obtain and include other existing data (e.g., California Natural Diversity Database (CNDDB)) that may have not been obtained in Task 1 but are useful to opportunities and constraints evaluation.

Contractor shall acquire and use the best available information to map wetlands to be uses in opportunities and constraints mapping. If the best available information is not sufficient for planning purposes, then optional Subtask 4.3 will be exercised through mutual agreement between Contractor and States Representative.

Mapping efforts will divide the project area into mapping areas capable of effectively displaying existing conditions and plan proposals and will also define the planning area in a regional context, with the extent determined in coordination with the Team.

Deliverables

Contractor Deliverables:

- Draft and final base and planning maps, in electronic format for review and inclusion in the RTMP document as described in Subtask 2.2-2.5. Up to three (3) report-size printed copies may be requested by DPR
- Mapping to include but not limited to:
 - Regional/Vicinity location
 - Existing Parkwide Routes
 - Area Existing System and Non-system (volunteer) Roads and Trails
 - Area Route Maintenance Recommendations
 - Regional park and open space locations and existing and potential trail connections to TASP
 - Area Planning Recommendations
 - Overview of Parkwide Planning Recommendations
 - Area Erosion Severity
 - Area Potential Significance to Water Resources and Drainage Structure Condition Index
 - Opportunities and Constraints
 - Resources maps as necessary for environmental document.

DPR Deliverables:

- Electronic base map files
- Mapped resource information and GIS data layers, provided to Contractor ready to use for the Project:
 - Park roads, trails, parking, buildings and structures
 - Parcel and park unit boundaries with land ownership
 - Natural and Cultural resource constraints as available
- Review, comment and approve draft map templates

Subtask 2.2 Administrative Draft RTMP Document

The Contractor shall prepare an initial TASP RTMP Document for review by DPR staff only. RTMP document shall contain but not be limited to the following sections. Selected sections may be altered through mutual agreement by Contractor and State's Representatives.

DPR will be installing automated trail use counters throughout the park to collect data on trail use type and trail use quantities. The results from these trail use counts will be available to DPR through a third-party application. Contractor to include data and summaries as an appendix in the RTMP.

- Introduction

- Planning Process
- Park Conditions
- Designations and Classifications
- Best Management Practices
- The Plan
- Appendices

Deliverables

Contractor Deliverables:

- Screen check version of administrative draft prior to completion of Final Administrative Draft
- Final Administrative Draft (MS Word and PDF)

DPR Deliverables:

- Review, comment, and approve screen check and final draft versions of Administrative Draft RTMP documents for internal review

Subtask 2.3 Public Review Draft RTMP Document

Once the Administrative Draft RTMP has been reviewed, the Contractor has made necessary changes, and content has been approved, Contractor will develop a graphically rich, Public Review Draft RTMP. DPR team shall provide initial review and comments prior to the release of the Public Draft for public review. Contractor shall make corrections as necessary and provide DPR staff a screen check version for final review. Contractor to finalize Public Draft after DPR team screen check approval. Contractor shall be responsible to provide the Public Draft in an online publishing format that can be easily reviewed and commented on by all reviewers. Online publishing format shall allow reviewers to comment directly on document text, maps, and tables. Comment submittal format shall allow for categorization necessary to organize and group similar types of comment subjects. This format will be accessible through the TASP RTMP website. Contractor shall manage and organize comments submitted during the public review period and identify individual comments and topics within comment letters for comments submitted by email or mail. DPR will prepare written responses to comments upon conclusion of the Public Review Draft period and prior to the release of the CEQA Draft RTMP described in Subtask 2.4. Contractor shall incorporate DPR's responses into a response to comments document that shall contain comment correspondence in original format, with individual comments identified as required to address all comments in the correspondence.

Deliverables

Contractor Deliverables:

- Screen check and Final Public Review Draft RTMP (MS Word and PDF)
- Preparation of Public Draft online publishing format
- Development and management of online comment collection tool.
- Response to comments documents (MS Word and PDF)

DPR Deliverables:

- Prepare written comment responses
- Review, comment, and approve screen check and Final Public Review Draft RTMP documents and response to comments

Subtask 2.4 Proposed Draft RTMP Document

The Proposed Draft RTMP will be generated based on public, organization, and agency comments received during the Public Draft Review comment period and will be submitted concurrently with the draft Environmental

Document (See Task 5) for official public and other agency review. The Contractor shall be responsible to make all changes to the Public Draft necessary to create the Proposed Draft, which will accompany the Environmental Document as the proposed project, consistent with CEQA requirements. DPR team shall provide initial review and comments prior to the release of the Proposed Draft for CEQA period review. Contractor shall make corrections as necessary and provide DPR staff a screen check version for final review. Contractor to finalize Proposed Draft after DPR team screen check approval. RTMP and CEQA analysis may be combined under one cover or separate covers through mutual agreement by Contractor and State's Representatives.

Deliverables

Contractor Deliverables:

- Proposed Draft RTMP screen check and final versions (MS Word and PDF)

DPR Deliverables:

- Review, comment, and approve Proposed Draft RTMP screen check and final documents

Subtask 2.5 Final RTMP Document

The Proposed Draft RTMP will be revised as appropriate to address all comments received on the plan and Environmental Document during the official CEQA review period. Contractor to incorporate documented changes to the Proposed Draft and comments received during the Proposed Draft/CEQA review as appropriate. DPR team shall provide initial review and comments prior to Final Draft completion. Contractor shall make corrections as necessary and provide DPR staff a screen check version for final review. Contractor to complete Final Draft after DPR team screen check approval.

Deliverables

Contractor Deliverables:

- Screen check Final RTMP (MS Word and PDF) in electronic format
- Final RTMP– four (4) paper copies. Copies shall be a bound 8-1/2" x 11" with 11x17 foldout maps if required

DPR Deliverables:

- Review, comment, and approve screen check and Final RTMP documents

TASK 3 – AGENCY, PUBLIC AND STAKEHOLDER OUTREACH

During the course of the planning process, agency coordination, public/stakeholder meetings/workshops, and outreach communication will be conducted. Contractor shall lead or participate in outreach efforts, collect input and concerns, and organize, summarize, and maintain these records throughout the Project.

Contractor shall support the outreach effort utilizing various media to define the purpose of the Project, introduce the Team and Contractor, provide materials relevant to the planning process, and obtain input and feedback throughout the planning process. Contractor shall organize and administer public/stakeholder input methodologies, as well as attend public outreach events, in cooperation and with approval of the Team. The resulting information gathered during the outreach process shall be organized, summarized, and analyzed by Contractor. All documents to be published shall be reviewed and approved in advance by the Team.

Subtask 3.1 Contact List and Outreach Plan

DPR shall provide to Contractor an initial contact list including contact information for interested members of the public, stakeholders/interest groups, and agency contacts. The contact list shall be expanded to include additional stakeholders and members of the public, and appropriate interested and responsible agencies obtained through public outreach efforts identified in this scope of services. Contractor shall maintain and update the contact information throughout the planning process. Contractor shall develop an Outreach Plan to guide outreach efforts in coordination with DPR. It is anticipated that outreach will include but not be limited to content webpage updates, e-blasts, social media posts, on-site noticing, and postings in local/regional newspapers. DPR will provide the website platform and coordinate email correspondence with those on the contact list. The Outreach Plan will include up to four (4) phases with a schedule for social media and other marketing efforts, with efforts coordinated with planned engagement activities and events.

Contractor will make announcements on OuterSpatial, and provide materials to DPR for website updates, e-blasts and social media postings for each phase of outreach.

It is anticipated that outreach will occur at four key phases during the planning process, including:

- Development of media to announce the plan and describe current issues the RTMP hopes to address
- Announcement of initial engagement events and availability of trail use survey
- Availability of Public Review Draft RTMP and associated public workshop
- Availability of Proposed Draft RTMP and Environmental Documents and associated public workshop
- Availability of Final RTMP

Deliverables

Contractor Deliverables:

- Master contact list updated before each correspondence effort, (including physical addresses, email addresses, phone numbers and agency or group affiliation as available) – electronic copy
- Outreach Plan, including process, methods, graphic materials, personnel, schedule, and actions - electronic copy
- Social media calendar
- Website update materials and eblast content for each phase of outreach

DPR Deliverables:

- Initial contact list with names and contact information of known stakeholders/interest groups, members of the public, and agency contacts – Microsoft Excel or similar format
- Responsible for website platform and to send out email communications and correspondence

Subtask 3.2 Trail Use Surveys

Contractor shall develop trail survey processes, tools, and methodologies focused on the use of the project area staging areas, trailheads, trails, and primitive roads uses for trail activities, to include online and on-site surveys. An online survey will be made available using Survey Monkey or similar platform. It is assumed the survey would occur during the initial outreach phase and would be active for a period of several weeks, after which the results would be compiled.

- **Survey Content Development.** Contractor will design use survey content in coordination with DPR staff. Use surveys will collect data to include but not be limited to demographics, type of trail use activities, trail use frequency, number of trail users, trail access, desired locations, staging areas, trailhead parking amenities and availability, and desired trail use and improvements. While intercept and online survey content is anticipated to be parallel, modifications may be made based on the capabilities and opportunities inherent in different survey formats.
- **Tool Development and Management.** Contractor shall be responsible for the development and management of an online trail survey platform.

- **Survey Implementation.** Visitors will be able to utilize Survey Monkey or similar platform, to take the survey independently on-site or remotely (to be determined based on survey content and goals determined in coordination with DPR staff). In addition, on-site surveys shall be conducted by DPR staff using the online survey or printed versions developed and provided by contractor. Contractor will provide customer support for visitors taking the survey in case they run into any issues.

Contractor will analyze survey responses to include those gathered through on-site surveys, for demographic trends, trip purposes, spatial extents of origins and destinations, and common differences between intercept and online formats. Contractor will conduct basic exploratory analysis and will provide key summary statistics in the form of tables, charts and maps.. These maps will directly inform any infographics used to communicate key insights from the intercept survey. Findings will be summarized in a trail use survey report that will become an appendix to the RTMP.

Deliverables

Contractor Deliverables:

- Trail survey processes, tools, and methodologies
- Development and management of an online and on-site trail survey platform using Survey Monkey or similar platform and be promoted on OuterSpatial
- Trail use survey report (administrative draft and revised draft)

DPR Deliverables:

- Review and approval of online and on-site trail use survey tools, process, methodology, and trail use survey report
- Implementation of on-site surveys if determined necessary
- Review of trail use survey report (administrative draft and revised draft)

Subtask 3.3 Public Meetings/ Workshops

Contractor, working closely with DPR staff, shall organize and facilitate three (3) public meetings/ workshops. All three meetings shall be setup for hybrid in-person/virtual participation. Public engagement format of meetings/workshops will be determined through mutual agreement between Contractor and State's Representative. Contractor shall obtain and pay for a meeting venue for all scheduled meetings/workshops as well as light refreshments for all in-person meetings. Meetings shall be located within a 15 mile radius of TASP.

RTMP Scoping Meeting/Workshop: Contractor, working closely with the Team, shall seek input on what issues should be addressed in the RTMP as well as possible solutions to identified issues. Participants will also be encouraged to register for online survey. Contractor shall also provide an outline and schedule of the next steps in the process and inform participants how they can remain involved.

RTMP Public Draft Meeting/Workshop: Contractor, working closely with the Team, shall seek input on planning recommendations developed in Sub-Task 2.3. Public Review Draft RTMP Document. Contractor will document and summarize all comments, questions, and concerns. The intended outcome of this workshop is the identification of preferred recommendations with contributing components and general indication of public support.

CEQA Scoping Meeting/Workshop: Contractor, working closely with the Team, shall gather comments from the public and agencies regarding potential environmental impacts of the proposed project, as well as mitigation measures. No decisions regarding the proposed project shall be made at the public scoping meeting, and speakers shall be discouraged from presenting non-environmentally related opinions.

Deliverables

Contractor Deliverables:

- Organize, prepare for, and facilitate three (3) public meetings/workshops
- Provide an outline summary of preliminary goals, format, agenda, and desired outcome of the meetings/workshops
- Prepare and provide workshop notices, social media and e-blast content. Subsequent workshop notices will be provided via email blasts
- Obtain and pay for meeting venues. Provide light refreshments for each in-person meeting
- Prepare handouts and materials for public workshops and the website. Provide up to two hundred (200) color handouts, if in-person, and up to ten (10) mounted color posters for each meeting/workshop
- Prepare, present and submit graphic project material (electronic presentation if requested)
- Minimum of three (3) Contractor staff to lead each meeting/workshop (Project Manager/facilitator, specialist (resource, IT, design, etc.), and note taker)
- Provide list of all input and summarize comments received during meetings/workshops

DPR Deliverables:

- Review, comment and approve all meeting materials
- Participate in the development of meeting content
- Manage project website meeting advertisements
- Send email communications regarding meetings
- Minimum of three (3) Team representatives to attend and participate in all meetings
- News releases and social media to announce meetings
- Review, comment and approve meeting notes/summaries and updates

Subtask 3.4 Pop-Up Events

The intent of these pop-up events are to reach potential visitors that may not be aware of the opportunities available at TASP or those who do not visit regularly. Contractor will attend up to two (2) events in the region to inform the public about the RTMP and opportunities for engagement, including the online survey and meetings/workshops. Events could include but are not limited to community festivals, farmers markets, or high use park days at other parks in the region. Contractor will create a set of boards or posters that will be used to share information and collect public input. It is assumed that the same boards would be used for public workshops and pop-up events. Event materials will also be provided as a digital toolkit to DPR for DPR staff to utilize at additional events or locations as feasible. It is recommended that at least one representative from DPR be present at each event.

Contractor Deliverables:

- Event materials (posters, handouts, sign-up sheets)
- Participation by at least one contractor staff at the pop-up events
- Summary of outreach conducted, and input received

DPR Deliverables:

- Provide feedback on event materials and summary
- Attendance at events (minimum of one DPR representative for each event)

TASK 4 – ENVIRONMENTAL IMPACT ANALYSIS

Subtask 4.1 Project Description

Using information gathered in all above Tasks as the basis for analysis conducted in this Task, Contractor will prepare an Environmental Document for public circulation and posting by DPR, as the CEQA lead agency. The Environmental Document analysis will also be sufficient for compliance with CEQA, and all associated state procedures required for this level of planning.

Format and content of the document will be in compliance with the CEQA, CEQA guidelines, applicable CEQA court decisions, and DPR requirements. Contractor will complete an Environmental Checklist consistent with CEQA requirements with explanations and analysis for each response. The level of analysis will vary depending upon the environmental resource topic and degree of impact. Analysis will be streamlined by reliance on the previous TASP Environmental Documents, California State Parks Road and Trail Change-in-Use Programmatic Environmental Impact Report, and previous RTMPs, but will be sufficient to provide the substantial evidence to support the responses consistent with CEQA requirements.

For each environmental resource, Contractor will describe existing conditions, assess potential environmental impacts of the proposed actions, discuss cumulative impacts to the extent they are relevant, and recommend feasible mitigation measures if potentially significant effects are identified. Consistent with CEQA requirements for an ND or MND, an alternatives analysis will not be included. If potentially significant effects are identified that cannot be readily mitigated, Contractor will contact DPR to discuss a course of action. Contractor shall provide an outline or overview of anticipated CEQA procedures, not covered under the RTMP environmental compliance documents, that would be required for subsequent implementation of plan recommendations.

Contractor will prepare a project description of the RTMP, based on the development of the RTMP, that is sufficiently detailed and contains the information necessary to conduct the environmental impact analysis. The project description will include a discussion of the regional and local setting, project history, project objectives, and project characteristics, including discretionary actions required to implement the plan required by DPR and other state and federal agencies. The project description will also include the standard project requirements associated with road and trail management actions that are intended to protect resources and avoid environmental impacts. A draft of the project description will be submitted for DPR review and comment prior to completion of the environmental analysis of the resource topics listed below. The draft project description will be revised based on DPR comments and included in the Administrative Draft Initial Study (IS) in Task 5.1 or 5.2.

Contractor Deliverables:

- Draft Project Description – one (1) electronic copy
- Revisions in response to DPR comments on the draft will be made in Task 5.1 or 5.2.

DPR Deliverables:

- Provide review, feedback, and approval of the Draft Project Description

Subtask 4.2 Environmental Resource Analysis

Using the best available existing information to include, but not limited to, plans, studies, databases, references, staff institutional knowledge and GIS spatial data, the Contractor will conduct environmental impact analysis, in the form of an Initial Study, of the proposed RTMP related to the topics listed below. If other topics arise that may require analysis, Contractor will consult with DPR regarding a course of action.

Alternatives to the proposed RTMP should not be needed. CEQA does not require alternatives analysis in an IS if it does not result in an Environmental Impact Report (EIR). If circumstances arise that require evaluations of alternatives as part of an EIR, Contractor will contact DPR to discuss a course of action and if necessary, a work order amendment authorized by DPR will be implemented to cover these Task and associated cost. For the purposes of this Scope of Services (SOS) the Environmental Document is

assumed to be a Mitigated Negative Declaration (MND) to include mitigation measures as described under Optional Subtask 5.1. If analysis determines and ND is required, then optional Subtask as described under Subtask 5.2 would be implemented.

Aesthetics

The existing visual environment will be briefly described. Physical changes resulting from the RTMP will be described and evaluated for whether they could result in long-term changes in visual character of the park and impacts to scenic resources. Significant adverse aesthetic effects are not anticipated.

Air Quality/Greenhouse Gas Emissions/Climate Change/Energy

TASP is located within the Bay Area Air Quality Management District (BAAQMD). The baseline consists of the existing road and trail uses at TASP. The discussion will be prepared in accordance with applicable air district-recommended methodologies and thresholds. Substantial increases in criteria air pollutants, precursors, and greenhouse gases are not expected. Toxic air contaminant emissions are not expected. Contractor will also qualitatively discuss potential adverse impacts to the proposed project from adaptation to climate change, as applicable. Contractor will provide an overview and review of the project's consistency with the 2022 Scoping Plan and other current energy-related regulations. Relevant standard requirements from the Departments' Standard Project Requirements will be considered for application prior to significance determinations. Significant adverse impacts are not anticipated.

Biological Resources

Contractor biologists will compile, review, and analyze existing documentation pertinent to the biological resources on and in the vicinity of TASP. The biological resources section of the IS will describe and analyze common and sensitive vegetation, wildlife, and aquatic resources known or with potential to occur in TASP. Sensitive resources that will be analyzed include species identified for protection in the GP, California Department of Fish and Wildlife (CDFW) species of special concern, species listed as threatened or endangered under the federal Endangered Species Act and California Endangered Species Act, plants considered by CDFW to be "rare, threatened or endangered in California," and other special-status species and sensitive habitats (e.g., wetlands and SEZs). Potential direct, indirect, and cumulative impacts of project implementation on biological resources will be described. Relevant standard requirements from the Departments' Standard Project Requirements will be considered for application prior to significance determinations. Other mitigation measures will be recommended for significant effects, if needed. If potential significant impacts are identified beyond those addressed by the standard requirements, Contractor will consult with DPR about a course of action and recommend potential mitigation measures.

Cultural Resources

Cultural resources analysis will involve consultation with DPR cultural resources specialists for existing information about the TASP. The Contractor shall consult with DPR cultural resources staff to determine the needs and extent of performing a new record search at the Northwest Information Center after reviewing DPR data provided in Subtask 1.2 as DPR has much of the necessary records. Surface reconnaissance and subsurface surveys will not be required. Information regarding archaeological and historical resources contained in other studies, planning, and Environmental Documents will be considered in the RTMP Environmental Document. Because of known cultural resource sensitivities, relevant standard requirements from the Departments' Standard Project Requirements will be considered for application prior to significance determinations. If potential significant impacts are identified beyond those addressed by the standard requirements, Contractor will consult with DPR about a course of action and potential mitigation measures, if necessary.

Tribal Cultural Resources

Contractor will work with DPR cultural resources specialists to ensure that that information obtained by DPR during Native American tribal consultation is included in the IS, especially in any areas identified to have concerns, or that provide opportunities for trails and interpretation.

Geology, Soils, and Seismicity

The Environmental Document will summarize information from existing documents and plans regarding the geologic and soil conditions at TASP. A brief description of the geologic setting will be provided,

including seismic setting, soil characteristics, mineral resources, erosion potential, and topography. Impacts relative to grading, soil stability, and erosion risks will be assessed. Relevant standard requirements from the Departments 'Standard Project Requirements will be considered for application prior to significance determinations. Mitigation will be recommended for significant impacts, if necessary.

Hazards and Hazardous Materials

Contractor will review site investigation documents from previous DPR plans and environmental reviews and the State Water Resources Control Board's GeoTracker database. Information regarding the types of activities and hazardous materials that would be used at the project site will be briefly summarized and evaluated. DPRs 'Standard Project Requirements will be considered for application prior to significance determinations. Significant adverse impacts are not anticipated.

Hydrology and Water Quality

The Environmental Document will describe the existing hydrological setting, including drainages, streams, and wetlands, based on available existing environmental studies of TASP. Based on the existing information, Contractor will evaluate the project's potential to result in hydrology or water quality impacts, including sedimentation, in TASP and project vicinity. DPRs 'Standard Project Requirements will be considered for application prior to significance determinations. Mitigation will be recommended for potential impacts, if necessary.

Land Use and Planning

The Environmental Document will provide a brief description of the existing land uses in TASP and adjacent lands. Significant land use impact is not anticipated.

Noise and Vibration

TASP is adjacent to residential land in certain locations, so sensitive noise receptors may be present. The general noise setting will be described in the Environmental Document. The potential for construction noise will be evaluated related to trail or road development, if any. Noise from trail use would be limited. DPRs 'Standard Project Requirements will be considered for application prior to significance determinations. Because of the limited noise-generating activity expected from implementing the RTMP, significant noise impacts are not anticipated.

Population and Housing

The existing regional population and housing setting will be briefly described. The proposed RTMP is anticipated to generally represent a continuation of existing uses, so impacts related to growth inducement and division of an established community are not anticipated. Therefore, it is not anticipated that significant population and housing impacts would occur as a result of the RTMP.

Recreation

The RTMP would be intended to serve recreational trail demand at TASP. Existing relevant recreational trail activities and resources will be described. The Environmental Document will assess effects to recreational opportunities and resources, some of which would be beneficial. If the potential for trail use conflicts exists, the Environmental Document will discuss how DPR would address the social issue. DPRs 'Standard Project Requirements will be considered for application prior to significance determinations. It is not anticipated that significant recreation impacts would occur.

Transportation/Traffic

The proposed action does not involve a change in operational traffic from trail use and construction-related traffic would be minimal. The Environmental Document will briefly describe the traffic setting around TASP and discuss the potential for traffic effects from potential construction activity. Significant traffic effects as a result of the RTMP are not anticipated. No traffic counts or vehicle-miles traveled (VMT) modeling is expected to be necessary.

Public Services/Utilities and Service Systems

Because the proposed project is a continuation of existing recreational activities at TASP and it does not include changes that may alter demands for public services and utility systems, significant effects to

public service and utilities would not be anticipated. The Environmental Document will provide a brief presentation of the setting and explanation regarding the lack of significant effects.

Wildfire

This section will describe the known wildfire hazards in the project area and identify Departments' Standard Project Requirements to reduce the risks associated with wildfires. It will also discuss DPR's protocols for park closures during high fire risk periods as an effective means of reducing wildfire risk.

Mandatory Findings of Significance and Determination of Environmental Document

Contractor will make the mandatory findings of significance as identified in the Environmental Checklist, with a brief explanation supporting the findings. Where analysis supporting mandatory findings has been presented elsewhere in the Environmental Document a cross-reference will be provided.

Based on the results of the Environmental Document, Contractor shall recommend to DPR which Environmental Document to prepare. If it is an ND or MND, work shall proceed toward preparation of the administrative draft, as described in Subtask 5.5, upon DPR approval. If an EIR is recommended, Contractor will consult with DPR about a course of action. If determined preparation of an EIR can be provided with an amendment to the work order.

Contractor Deliverables:

- (Environmental Resource Analysis incorporated into Task 5 deliverables.)
- Recommendation regarding whether an ND or MND are warranted, or if an EIR is required

DPR Deliverables:

- Provide review, feedback, and response to questions for environmental analysis

Subtask 4.3 Wetlands Mapping (*Optional Subtask*)

If the best available information regarding wetlands locations at TASP, as identified in Subtask 2.1, is insufficient for planning purposes the Contractor will map wetlands in these locations. Mapping will consist of identifying polygon boundaries for wetlands as well as a general characterization of wetland type. This data will be incorporated into the project GIS data and used for opportunities and constraints evaluations. Wetland data to be acquired through remote sensing when available or ground surveys if required.

TASK 5 – CEQA PROCESS

The determination of an appropriate Environmental Document, ND or MND, may not be known until Task 4 Environmental Impact Analysis, is complete. Therefore, two optional Subtasks as described in Subtasks 5.1 and 5.2 would be implemented based on the findings of Task 4 Environmental Impact Analysis as part of the IS. The work and associated cost for Task 5 shall be separate from the work and associated cost with environmental analysis in Task 4 and shall include the cost necessary to finalize the appropriate Environmental Document as either a IS/ND or IS/MND.

Subtask 5.1 Environmental Document Preparation Mitigated Negative Declaration (MND) (*Optional Subtask*)

This Subtasks is optional and will be exercised through mutual written agreement between the Contractor and State's Representative. Any cost incurred by the Contractor prior to a written agreement shall be the Contractors responsibility and shall not be reimbursed by the State.

Contractor will assemble the Administrative Draft Environmental Document MND, from the work in Task 4 and submit it to DPR for review and comment. DPR will provide to Contractor one set of unified comments with conflicting comments reconciled, if any.

Following receipt of DPR comments on the Administrative Draft, Contractor shall prepare the Screencheck Draft Environmental Document for confirmation that changes have been made in accordance with DPR comments and approval to circulate to the public,. Upon Screencheck review, DPR will advise Contractor if any of its revisions to the Administrative Draft require refinement or correction. Upon approval of the Screencheck draft the Contractor shall be responsible to prepare a Public Draft Environmental Document under a separate cover to the Proposed Draft RTMP, or as mutually agreed between the Contractor and State's Representative.

Trione-Annadel state Park Road and Trail Management Plan / IS/MND shall be an 8-1/2" x 11" report. Narrative shall be single-spaced; printed on both page faces, with maps appropriately placed. Maps shall be in final form, 8-1/2" x 11" or 11" x 17" folded to 8-1/2" x 11" configuration. All graphics, including color (if used), photos, figures, etc. shall be in final form.

Contractor shall be responsible for submittal of MND to the State Clearinghouse.

DPR will also confirm that all mitigation measures included in the MND are feasible and adopted into the project description.

Deliverables

Contractor Deliverables:

- Administrative Draft Environmental Document – one (1) electronic copy
- Screencheck Draft Environmental Document – one (1) electronic copy
- Public Draft Environmental Document/ Proposed Draft RTMP – one (1) electronic copy for submittal to the State Clearinghouse for agency review, following State Clearinghouse guidelines and five (5) hardcopies for submittal to DPR as required.

DPR Deliverables:

- Provide review, feedback, and approval of the Administrative Draft Environmental Document
- Provide review and feedback on Screencheck Draft Environmental Document
- Provide approval to submit the Public Draft Environmental Document, including the Proposed Draft RTMP to the State Clearinghouse

Subtask 5.2 Environmental Document Preparation Negative Declaration (ND) (Optional Subtask)

This Subtasks is optional and will be exercised through mutual written agreement between the Contractor and State's Representative. Any cost incurred by the Contractor prior to a written agreement shall be the Contractors responsibility and shall not be reimbursed by the State.

Contractor will assemble the Administrative Draft Environmental Document ND, from the work in Task 4 and submit it to DPR for review and comment. DPR will provide to Contractor one set of unified comments with conflicting comments reconciled, if any.

Following receipt of DPR comments on the Administrative Draft, Contractor shall prepare the Screencheck Draft Environmental Document for confirmation that changes have been made in accordance with DPR comments and approval to circulate to the public,. Upon Screencheck review, DPR will advise Contractor if any of its revisions to the Administrative Draft require refinement or correction. Upon approval of the Screencheck draft the Contractor shall be responsible to prepare a Public Draft

Environmental Document under a separate cover to the Proposed Draft RTMP, or as mutually agreed between the Contractor and State's Representative.

Trione-Annadel state Park Road and Trail Management Plan / IS/ND shall be an 8-1/2" x 11" report. Narrative shall be single-spaced; printed on both page faces, with maps appropriately placed. Maps shall be in final form, 8-1/2" x 11" or 11" x 17" folded to 8-1/2" x 11" configuration. All graphics, including color (if used), photos, figures, etc. shall be in final form.

Contractor shall be responsible for submittal of ND to the State Clearinghouse.

Deliverables

Contractor Deliverables:

- Administrative Draft Environmental Document – one (1) electronic copy
- Screencheck Draft Environmental Document – one (1) electronic copy
- Public Draft Environmental Document/ Proposed Draft RTMP – one (1) electronic copy for submittal to the State Clearinghouse for agency review, following State Clearinghouse guidelines and five (5) hardcopies for submittal to DPR as required.

DPR Deliverables:

- Provide review, feedback, and approval of the Administrative Draft Environmental Document
- Provide review and feedback on Screencheck Draft Environmental Document
- Provide approval to submit the Public Draft Environmental Document, including the Proposed Draft RTMP to the State Clearinghouse

Subtask 5.3 Public Notices

Contractor shall prepare a draft Notice of Intent (NOI) for ND or MND for DPR approval. The NOI will include a description of the contents specified in Section 15072 of the CEQA Guidelines. Contractor shall post the NOI in the appropriate local newspaper(s) and pay all applicable fees.

Contractor shall prepare a Notice of Completion (NOC) for DPR review and comment. Contractor shall incorporate the comments and, at the same time as DPR's release of the NOI, file the NOC with the State Clearinghouse.

Contractor shall be responsible for filing the document with the State Clearinghouse as well as Sonoma County if required by CEQA guidelines. DPR will post and distribute the Environmental Document for public review in conformance with CEQA. Public comments on the Environmental Document shall be received by DPR. Contractor shall receive copies of all public comments from DPR.

Contractor shall be responsible to prepare and file the Notice of Determination (NOD) with the State Clearinghouse. DPR shall be responsible to pay for all applicable filing fees.

Contractor Deliverables:

- Draft and final NOI for CEQA noticing
- NOC for filing ND or MND with State Clearinghouse
- Filing the document with the State Clearinghouse as well as Sonoma County as required by CEQA guidelines.
- Publish NOI in local newspapers
- Preparation and filing of NOD with the State Clearinghouse

DPR Deliverables:

- Review and provide feedback on draft NOI, and NOC
- Post NOI on DPR website
- Mail Environmental Document paper copies for public and agency distribution as required
- Post the Environmental Document on DPR website.
- Receive and inventory public and agency comments
- Copy public and agency comments and forward copies to Contractor
- Payment for all applicable filing fees.

Subtask 5.4 Response to Comments

After comments on the Environmental Document are received from interested agencies and individuals during the public review period, Contractor shall meet with DPR to discuss the comments and develop a strategy for responses. Contractor, in consultation with DPR, shall develop draft written responses to the comments for DPR review and comment. Responses to comments on the CEQA document and RTMP recommendations will be addressed at this time. Response to comments document shall contain comment correspondence in original format, 508 compliance requirements exempt, or restated verbatim, with individual comments identified as required to address all comments. DPR will provide written responses to public comments on the RTMP, which the Contractor will incorporate into the response to comments document. Contractor shall prepare written responses to comments on the completeness or adequacy of the environmental analysis. For purposes of this scope, it is assumed that up to 82 hours of technical staff time will be necessary to respond to comments on the environmental review. If additional technical staff time is necessary to respond to extensive comments, DPR and the Consultant will coordinate to determine an appropriate approach. Upon receipt of one unified set of recommended edits from DPR with conflicting comments reconciled, if any, Contractor shall modify the draft responses.

Contractor Deliverables:

- One meeting with DPR staff to discuss strategy and approach for response to comment
- Selected draft responses for comments assigned to Contractor
- Draft and final responses to comments in electronic format

DPR Deliverables:

- Meeting attendance
- Selected draft responses for comments if appropriate for direct response by DPR staff
- Unified set of suggested edits on the draft responses to comments with conflicting suggestions reconciled, if any

Subtask 5.5 Administrative Final Environmental Document and Draft Mitigation Monitoring and Reporting Program (MMRP)

Contractor shall prepare and assemble an Administrative Final Environmental Document to include responses to comments. The Administrative Final Environmental Document shall be a separate document or bound as a single document along with the Final RTMP as described in Subtask 2.5, as mutually agreed upon by Contractor and State's Representatives. The Administrative Final Environmental Document will include an introduction, a list of comments received, all written comments received during the Environmental Document review period (including via email) in their entirety and coded by comment, all appropriately detailed responses to all written comments, revisions to the Environmental Document

and RTMP, if any, and other sections, as required by CEQA. Proposed changes to the Environmental Document text will be summarized in a separate section of the document, if needed.

If mitigation measures, as part of and MND, were determined necessary, a Draft MMRP will also be prepared under this Task. The MMRP will consist of an introduction followed by a table of mitigation measures with implementation responsibility, monitoring responsibility, and planned implementation timing included.

Contractor shall submit the Administrative Final Environmental Document to DPR for review and comment. DPR will provide one unified set of comments on the administrative document to Contractor with conflicting comments reconciled, if any. Contractor shall be available to attend a meeting to discuss DPR's comments on the Administrative Final Environmental Document, if needed.

Contractor Deliverables:

- Administrative Final Environmental Document, including responses to comments in electronic format
- Draft MMRP, if necessary
- Attendance at one meeting, if necessary

DPR Deliverables:

- Review, feedback and approval of Administrative Final Environmental Document
- One (1) unified set of comments with conflicting comments reconciled, if any
- Attendance at one meeting

Subtask 5.6 Final RTMP/ Environmental Document

Contractor shall revise the Administrative Final Environmental Document /Final RTMP and MMRP (if prepared) to address all comments provided by DPR staff. It is assumed that revisions to the Administrative Final Environmental Document/Final RTMP will consist of minor corrections, clarifications, or additions that do not require extensive changes or additions to the document. DPR shall review and approve the Final ND or MND prior to printing and public distribution and Contractor shall make required final revisions. Contractor shall deliver all final copies to DPR.

Contractor Deliverables:

- File notices with State Clearinghouse at the appropriate times with appropriate attachments, including preparation of an NOD.
- The Final RTMP/ Environmental Document shall be a bound 8-1/2" x 11" with 11X17 foldout maps as required for report. Narrative shall be single-spaced, printed on both page faces. All graphics shall be in final form.
- Final Environmental Document (including response to comments) – Four (4) paper and one (1) electronic copy. See Task 2.5 for Final Environmental Documents association with the Final RTMP
- Final MMRP, if needed, - electronic format

DPR Deliverables:

- Review and approve Final RTMP/ Environmental Document prior to printing and public distribution
- Post Final Environmental Document on DPR website
- Provide required Environmental Document filing fees
- Post notices on DPR website
- Distribute Final Environmental Document (with Response to Comments) to appropriate agencies

TASK 6 - PROJECT WRAP-UP

Subtask 6.1 Administrative Record

Contractor shall organize and compile all materials referenced in the RTMP and Environmental Document for their contributions to the project Administrative Record. The Administrative Record will include maps (including site analysis and concept drawings), GIS information and images (in digital format), correspondence, project contact list, background information and studies, site survey reports, meeting notes, CEQA notices, and other appropriate information documenting the planning process and supporting the decisions and findings of the Environmental Document. The Administrative Record will be provided on flashdrive, CD, DVD or provided through a share site.

Contractor Deliverables:

- Contributions to Administrative Record – electronic copies provided on flashdrive, CD, DVD or provided through a share site.

SCHEDULE OF WORK:

Contractor shall commence work upon receipt of a written Notice to Proceed (NTP) and complete work per Table 1, Deliverable Schedule following:

Table 1 – Deliverable Schedule

Task	Subtask Deliverable	Number of Calendar Days to Complete from NTP Date (548-Day Contract Period)
0	Project Administration and Management	
	0.1 Project Administration and Management	Five hundred and forty-eight (548) Calendar Days
	0.2 Draft Work Schedule	Twenty (20) Calendar Days
	0.3 Final Work Schedule	Thirty (30) Calendar Days
1	Start-Up and Existing Conditions	
	1.1 Start-up Meeting	Fifteen (15) Calendar Days
	1.2 Review of Existing Data and Information	Forty-five (45) Calendar Days
	1.3 Supplemental Studies and Data Collection (Optional Subtask)	Four hundred and twenty (420) Calendar Days
2	Road and Trail Management Plan	
	2.1 Base and Planning Mapping	One hundred twenty (120) Calendar Days
	2.2 Admin Draft RTMP Document	Two hundred and forty (240) Calendar Days
	2.3 Public Review Draft RTMP	Three hundred and thirty (330) Calendar Days
	2.4 Proposed Draft RTMP	Four hundred and twenty (420) Calendar Days
	2.5 Final Draft RTMP	Five hundred and forty-eight (548) Calendar Days
3	Agency, Public and Stakeholder Outreach	
	3.1 Contact List and Outreach Plan	Forty-five (45) Calendar Days
	3.2 Trail Use Surveys	Two hundred and forty (240) Calendar Days
	3.3 Public Meetings/ Workshops	(RTMP Scoping) One hundred twenty (120) Calendar Days. (Public Draft RTMP) Three hundred forty (340) Calendar Days. (CEQA Scoping) Four hundred and eighty (480) Calendar Days
	3.4 Pop-Up Events	Two hundred and forty (240) Calendar Days

Task	Subtask Deliverable	Number of Calendar Days to Complete from NTP Date (548-Day Contract Period)
4	Environmental Impact Analysis	
	4.1 Project Description	Four hundred (400) Calendar Days
	4.2 Environmental Resource Analysis	Four hundred and twenty (420) Calendar Days
	4.3 Wetlands Mapping (<i>Optional Task</i>)	Two hundred (200) Calendar Days
5	CEQA/NEPA Process	
	5.1 Environmental Document Preparation MND (<i>Optional Task</i>)	Four hundred and twenty (420) Calendar Days
	5.2 Environmental Document Preparation ND (<i>Optional Task</i>)	Four hundred and twenty (420) Calendar Days
	5.3 Public Notices	Five Hundred and twenty (520) Calendar Days
	5.4 Response to Comments	Five hundred and ten (510) Calendar Days
	5.5 Administrative Final Environmental Document/ Draft MMRP	Five Hundred and twenty (520) Calendar Days
	5.6 Final Environmental Document	Five hundred and forty-eight (548) Calendar Days
6	Project Wrap-Up	
6.1 Administrative Record	Five hundred and forty-eight (548) Calendar Days	