



CITY OF LAGUNA HILLS

March 11, 2024

Matthew R. Haugen
Buchanan Street Partners
3501 Jamboree Road, Suite 4200
Newport Beach, CA 92660

**SUBJECT: TENTATIVE PARCEL MAP/SITE DEVELOPMENT PERMIT/PRECISE PLAN/PARKING USE
PERMIT NO. 0166-2023 (OAKBROOK PLAZA)
COMPLETENESS REVIEW**

Dear Mr. Haugen,

On February 12, 2023, the Community Development Department received a resubmission for a new multi-family residential development located on the corner of Avenida De La Carlota and Los Alisos Boulevard based on an Incomplete Letter dated January 10, 2024. Pursuant to the City's development application review process, staff conducted a review of the application materials to determine the completeness and accuracy of the application submittal.

Based on our review, in accordance with Section 9-92.050 (Requirements for Complete Applications) of the Laguna Hills Development Code (Title 9 [Zoning and Subdivisions] of the Laguna Hills Municipal Code) and Section 65943(a) of the California Government Code, the City has determined that the development application is **incomplete**. The following items are required to deem your application complete and allow City staff to conduct a thorough and timely review of your project and consider it for processing:

Completeness Review Comments

1. The following items were not submitted, and are required as part of the entitlement process:

REPORTS & STUDIES

- R5 – Housing Report
Please provide information and analysis on the impacts of the proposed development on the City's supply of affordable and market-rate rental housing and tenants.

ADDITIONAL DEPOSIT

- The proposed project requires a Precise Plan, which requires an associated deposit of \$11,450.62. The deposit shall be sent to the City once a CEQA determination is made.

March 11, 2024

Once the outstanding item(s) are received and determined to be acceptable for processing, your application may be re-distributed to appropriate City departments and other reviewing agencies for review and comment.

Lastly, the City has engaged with Dudek to perform the CEQA analysis for the subject application. Dudek's proposal for technical studies to support the CEQA process is attached for reference. The budget amount of \$126,496.29 shall be deposited with the City prior to initiating the CEQA analysis.

If you have any questions or would like to schedule a meeting to review these comments, please feel free to contact me at (949) 489-1442 ext. 133 or at pisarkiewicz@civicsolutions.com.

Sincerely,

A handwritten signature in black ink that reads "Adam Pisarkiewicz". The signature is written in a cursive, flowing style.

Adam Pisarkiewicz, AICP
Contract Planner

Cc: Larry Longenecker, Community Development Director
Jay Wu, Senior Planner

Attachment 1: Dudek CEQA Services Proposal – Oakbrook Plaza

February 12, 2024

Larry Longenecker, AICP
Community Development Director
City of Laguna Hills
24035 El Toro Road
Laguna Hills, California 92653

Subject: Oakbrook Plaza Senior Housing Project Technical Studies and CEQA Documentation

Dear Larry Longenecker:

Dudek is pleased to submit this proposal for technical studies to support the California Environmental Quality Act (CEQA) process, as well as a scope, fee, and schedule for CEQA documentation, which is assumed to be an Initial Study/Mitigated Negative Declaration (IS/MND). The proposed project is a senior living development to be located on an existing office building site at 24422 Avenida de la Carlota in the City of Laguna Hills (City). The office building will remain, and the 240 senior dwelling units (DUs) will comprise four stories located above a three-story parking structure, all built in what is currently surface parking for the office building. There will be 218 surface stalls (including 13 Americans with Disabilities Act accessible stalls and 7 electric vehicle stalls). Bike storage will be located within the building's parking structure. Some of the office building parking will be located in the new parking structure. Amenities will include a pool and three outdoor courtyards, a clubhouse, fitness center, a dog park, a pet spa, and a mail/package room. The mix of land uses and the residential density are consistent with the current zoning/General Plan.

TASK 1 TECHNICAL STUDIES

Task 1.1 Air Quality, Construction Health Risk Assessment, Greenhouse Gas Emissions, and Energy

Dudek will assess the air quality, greenhouse gas (GHG) emissions, and energy impacts of the project utilizing the significance thresholds in Appendix G of the CEQA Guidelines and the South Coast Air Quality Management District (SCAQMD) CEQA Guidelines, which will be summarized in the body of the IS/MND. Detailed methodology and results of the air quality and GHG analyses will be summarized in a technical memorandum, which will be included as an appendix to the IS/MND. Emission calculations and other technical data will be included as technical appendices to the memorandum, as appropriate.

After reviewing all available project materials, Dudek will prepare a request for any outstanding data needed to conduct the analysis. If precise information on a particular factor is not available from the applicant, Dudek will make every effort to quantify these items using the best available information for comparable data sources, but in all cases will consult first with the applicant regarding the information needed.

Air Quality Assessment

The air quality analysis in the IS/MND will include a brief discussion of criteria air pollutants, the attainment status of the South Coast Air Basin, and applicable SCAQMD rules and regulations. Dudek will estimate criteria air pollutant emissions associated with the project using the California Emissions Estimator Model (CalEEMod). The analysis of short-term construction emissions, including demolition, will be based on scheduling information (e.g., overall construction duration, phasing and phase timing) and probable construction activities (e.g., construction equipment type and quantity, workers, and haul trucks) developed by the applicant, its representatives, and/or standardized approaches. Dudek will then evaluate the significance of the construction emissions based on the SCAQMD significance criteria.

CalEEMod will also be used to estimate project-generated operational criteria air pollutant emissions associated with mobile, energy, and area sources. Dudek will estimate mobile source emissions using the trip generation rates and additional necessary trip characteristics provided in the traffic report to be prepared for the project (see Task 1.6). Dudek assumes that no stationary sources of emissions are included in the project (emergency generators, etc.). If stationary sources are included, Dudek can estimate emissions and potential health risk in a separate scope of work. Dudek will estimate the emissions and compare the project's emissions to the SCAQMD significance thresholds.

Dudek will also assess the proposed project's potential to cause or contribute to exceedances of ambient air quality standards at sensitive receptors near the proposed project site using the SCAQMD localized significance thresholds (LSTs). For projects with a total site area of 5 acres or less, the assessment may use a simple "lookup table" approach provided by SCAQMD. For budgetary purposes, it is assumed that the maximum daily area of disturbance will not exceed 5 acres per day; therefore, the LST assessment will use the lookup table approach provided by SCAQMD and the construction emission estimates from CalEEMod. Dudek will also compare estimated on-site operational criteria air pollutant emissions to the SCAQMD operational LSTs from the look-up tables. For budgetary purposes, it is assumed that a dispersion model LST analysis is not required for construction or operational LST.

All Appendix G thresholds will be evaluated, including the potential for the project to result in other emissions, such as odors, or to impede attainment of the current SCAQMD air quality management plan. Details of the analysis (e.g., daily criteria air pollutant emission calculations) will be included in an appendix to the technical memorandum.

Construction Health Risk Assessment

During construction, the primary toxic air contaminant (TAC) of concern would be diesel particulate matter (DPM) from heavy-duty trucks and any on-site off-road equipment. Dudek will use the American Meteorological Society/U.S. Environmental Protection Agency Regulatory Model (AERMOD), which is required by SCAQMD to conduct dispersion modeling, and the California Air Resources Board (CARB) Hotspots Analysis and Reporting Program Version 2 (HARP2) to calculate the health impacts. Notably, the health impact calculations in HARP2 are based on the Office of Environmental Health Hazard Assessment's Air Toxics Hot Spots Program Risk Assessment Guidelines – Guidance Manual for Preparation of Health Risk Assessments. The dispersion of DPM and associated health risk impacts on sensitive receptors will be determined using AERMOD, HARP2, local meteorological data obtained from SCAQMD, and the estimated annual average DPM emissions. The maximum cancer risks at the appropriate receptors (e.g., proximate residential receptors) will be tabulated. Cancer risk isopleths (i.e., lines of equal cancer risk) will be plotted on figures showing the project site if the maximum cancer risk exceeds the SCAQMD significance threshold of 10 in 1 million. The assessment will also include the

estimated chronic (long-term) hazard indices due to non-cancer health effects associated with DPM. The hazard indices will be tabulated at the appropriate locations and plotted on figures similar to that showing estimated cancer risks if they exceed the SCAQMD significance threshold of 1.0. If the health impacts exceed the thresholds of significance, we will suggest appropriate mitigation measures to reduce the health impacts. A summary of the methodology and results would be provided in the air quality section of the technical memorandum, and detailed results will be provided in an appendix.

Greenhouse Gas Emissions Assessment

The GHG emissions section of the IS/MND will include a setting and background discussion consisting of a summary of the GHGs and global climate change, potential effects of climate change, and emission inventories at the national, state, and local levels. It will also include a summary of the key federal, state, and local regulatory actions and programs to reduce GHG emissions relevant to the project.

Dudek will estimate the GHG emissions associated with construction of the project using CalEEMod based on the same construction scenario utilized in the air quality analysis. Project-generated operational GHG emissions that will be estimated will include those associated with mobile sources, natural gas usage, electrical generation, area sources, water supply, wastewater, solid waste disposal, and refrigerants. When proposed project details are not available, CalEEMod default values will be used to calculate direct and indirect source GHG emissions. Dudek will present the estimated annual operational GHG emissions and amortized construction GHG emissions in metric tons of carbon dioxide equivalent (CO₂e) per year in the analysis. A summary of the methodology and results would be provided in the GHG section of the technical memorandum, and detailed results will be provided in an appendix.

The impact analysis will reflect Appendix G of the CEQA Guidelines, specifically whether the project would (1) generate GHG emissions, either directly or indirectly, that may have a significant impact on the environment; and (2) conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of GHGs. The SCAQMD GHG CEQA Significance Threshold Working Group has proposed options lead agencies can select from to screen thresholds of significance for GHG emissions in residential and commercial projects; however, no thresholds have been formally adopted. Our budget assumes that a simple emission-based threshold can be used, such as the SCAQMD-recommended 3,000 metric tons of CO₂e per year for all non-industrial projects. Dudek will work with City staff to identify the preferred GHG threshold prior to initiating the analysis.

At the local level, the City does not have an adopted GHG reduction plan such as a climate action plan. Dudek will qualitatively evaluate the project's potential to conflict with other applicable plans, policies, or regulations adopted for the purpose of reducing GHG emissions, such as the CARB Scoping Plans adopted to achieve state regulations (2030 and 2045 reduction goals identified in Senate Bill 32 and Assembly Bill [AB] 1279, respectively) and the Southern California Association of Governments' Regional Transportation Plan/Sustainable Communities Strategy.

Energy Assessment

Dudek will prepare an energy assessment for the project per Appendix G of the CEQA Guidelines, including if the project would (1) result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation, and (2) conflict with or obstruct a state or local plan for renewable energy or energy efficiency. The project will be assessed with regard to construction and operational energy consumption (electricity, natural gas, and petroleum consumption) using CalEEMod data from the GHG assessment. Project elements that would reduce the project's energy demand will

be identified in the analysis and quantified as available. Dudek assumes that the applicant will provide a list of the project's sustainable design and energy conservation measures prior to initiating air quality and GHG emissions modeling, as the energy analysis will be prepared consistent with the emissions modeling assumptions.

Task 1.2 Cultural Resources

The following tasks serve to provide an assessment of impacts to archaeological resources in conformance with CEQA and all applicable local municipal guidelines and regulations for the proposed project. This scope of work assumes that no federal nexus has been identified that would require compliance with Section 106 of the National Historic Preservation Act (NHPA). Dudek's cultural resources inventory will include a California Historical Resources Information System (CHRIS) records search, Native American Heritage Commission (NAHC) Sacred Lands File (SLF) search, Native American outreach, site visit, and report preparation.

Records Search

Dudek will conduct a records search of the CHRIS database for the proposed project area and a 1-mile radius at the South Central Coastal Information Center (SCCIC), which houses cultural resource records for Orange County. The purpose of the records search is to identify any previously recorded cultural resources that may be located within the proposed project site. Dudek assumes the direct fees for the SCCIC records search will not exceed \$1,200. In addition to a review of previously prepared site records and reports, the records search will also provide information on historical maps of the project area, ethnographies, the National Register of Historic Places, the California Register of Historical Resources, the California Historic Property Data File, the lists of California State Historical Landmarks and California Points of Historical Interest, and Archaeological Determinations of Eligibility. Finally, a review of historical maps and aerials will be conducted to better determine the history of land use and disturbance within the proposed project area.

Native American Coordination: Sacred Lands File Search and Inquiry Letters

Dudek will contact the California NAHC for a review of their SLF. NAHC will determine whether any NAHC-listed Native American sacred lands are located within or adjacent to the project area. With permission from the client, Dudek will prepare and mail a letter to each of the NAHC-listed contacts, requesting that they contact us if they know of any Native American cultural resources within or immediately adjacent to the project area. We assume no more than 20 Native American contacts will be identified; however, the exact number may vary. This process is to inform the cultural resources inventory and does not constitute consultation with tribes.

The proposed project is subject to compliance with AB 52, which requires lead agencies to provide tribes (who have requested notification) with early notification of the proposed project and, if requested, consultation to inform the CEQA process with respect to Tribal Cultural Resources. Dudek assumes that AB 52 consultation will be handled by the City without Dudek assistance. No in-person meetings or follow-up phone calls with Native American groups are included in this task.

Cultural Resources Site Visit

Upon completion of background research Dudek will conduct a site visit of the proposed project area for cultural resources (including both prehistoric and historic archaeological resources). Aerial photographs show that the project area is on a developed parcel, so an intensive-level archaeological survey is not warranted. Dudek will perform a brief reconnaissance site visit to inspect the project site for potential ground exposures in case artifacts or indications of subsurface deposits may be visible.

For the purposes of this scope of work and cost estimate, Dudek assumes that the site visit will be negative for cultural resources (i.e., no newly discovered cultural resources will be encountered that will require additional efforts to record and document). Therefore, it is assumed that no cultural resource evaluations will be conducted, nor will any artifacts be collected during the site visit. Should any new resources be encountered during the site visit requiring recordation, we will work with you to augment this scope and cost as appropriate.

Cultural Resources Report

Dudek will prepare a cultural resources technical letter report that will summarize the results of the records searches, Native American coordination, background research, and cultural resources survey. The report will discuss the proposed project description, regulatory framework, all sources consulted, research and field methodology, setting, and findings. In addition, the report will discuss the proposed project's potential to impact cultural resources under CEQA and will provide mitigation measures and recommendations as appropriate.

Additional Assumptions:

- Direct and indirect costs incurred to conduct the CHRIS records search at the SCCIC will not exceed \$1,200 (this does not include labor).
- Locational data will be provided for the proposed project site, and fieldwork will be conducted according to those delineated boundaries.
- No resources will be identified that require documentation of full Department of Parks and Recreation 523 series forms. Should resources be identified that require more intensive field and documentation efforts, Dudek will provide an augment to this scope of work and associated costs as appropriate.
- No Native American monitor will be required during the survey.
- Field staff conducting the surveys will be provided full and safe access to the proposed project site. If the technicians conducting the survey are not able to access an area with exposed ground due to locked gates or unsafe conditions that are not able to be immediately remedied, another survey may be required at an additional cost.
- No federal nexus has been identified that would require compliance with Section 106 of the NHPA.
- Any changes to the scope or assumptions above may result in the need for an additional separate scope and fee estimate.

Task 1.3 Hazards and Hazardous Materials

Dudek hazardous materials specialists will evaluate potential impacts due to current and past use/storage of hazardous substances and identify potential environmental concerns related to construction and operation of the proposed project, including any potential impacts to sensitive receptors and public safety plans. The hazards and hazardous materials assessment for the IS/MND will include the following:

- Review of federal, state, and local regulatory agency records per Government Code Section 65962.5 for sites within and adjacent to the proposed project site, including the Regional Water Quality Control Board's GeoTracker website, the Department of Toxic Substances Control's EnviroStor website, and the California Environmental Protection Agency's Regulated Site Portal
- Review of the available Environmental Site Assessment/investigation/remediation reports and relevant regulatory documents for the project site and nearby sites
 - It is assumed a Phase I Environmental Site Assessment has been prepared for the project site and review will be included in the hazardous materials analysis

- Review of the National Pipeline Mapping System for hazardous material pipelines
- Review of the California Geologic Energy Management Division database
- Evaluation of local safety plans, emergency response plans, and wildland fire zones
- Evaluation of potential impacts to nearby airports
- Evaluation of potential impacts to nearby school sites

The hazards and hazardous materials section of the document will be prepared in accordance with the CEQA Appendix G checklist questions. Impacts will be evaluated with regard to the construction and operations components of the proposed project. Mitigation measures will be based on potential impacts to both construction and operations. Dudek will identify issues related to hazardous substances that would need further evaluation related to additional investigation, sampling, remediation, human health risk analyses, and/or construction and operations contingency measures.

Task 1.4 Noise

Dudek will conduct a noise study of the proposed project. The analysis will address potential noise and vibration impacts from construction and operation of the project at adjacent noise-sensitive receivers. Residential land uses are located to the west, southwest, and south of the proposed project site. These land uses could experience short-term impacts in noise and vibration from project construction, as well as long-term impacts from operational noise (from the project's heating, ventilation, and air conditioning equipment or other activities associated with the proposed housing project), as well as from potential project-related increases in traffic noise on the local arterial roadways.

A field noise study will be conducted to measure existing ambient noise conditions. Sound-level data will be collected over 10- to 15-minute periods at up to four nearby noise-sensitive land use locations. Potential impacts from excavation and grading and from construction noise and vibration at nearby noise-sensitive land uses will be evaluated based on construction equipment data to be provided by the project applicant or from typical construction activities associated with similar construction projects and noise modeling methods developed by the Federal Highway Administration. Vibration during construction will also be assessed using methodology and guidance developed by the Federal Transit Administration. Long-term (operational) noise effects from traffic on adjacent arterial roadways will be evaluated using the project's traffic study and the Federal Highway Administration's Traffic Noise Model version 2.5 or other assessment methods as appropriate. Noise from on-site operations will be assessed using project-specific information from the applicant or from similar projects as applicable.

The significance of noise impacts pursuant to CEQA Guidelines Appendix G will be assessed based on the relevant City, state, and federal thresholds. If significant noise impacts are identified, mitigation measures to reduce impacts to a less-than-significant level (where feasible) will be recommended. The regulatory background and noise environment, methodology, results of the noise analysis, findings of potential effects, and mitigation measures will be provided in the noise section of the CEQA document (anticipated to be an IS/MND). Field study results will be provided as an appendix to the IS/MND.

Task 1.5 Paleontological Resources and Geology and Soils

The majority of the approximately 2.44-acre proposed project site is underlain by Pliocene (approximately 2.58 to 5.33 million years ago) Niguel Formation (map unit Tn). As per CEQA guidelines and the Society of Vertebrate Paleontology guidelines, Dudek will complete a paleontological resources desktop review and inventory. Dudek's qualified paleontologists will complete a paleontological records search through the Cooper Center in Orange County

and/or the Natural History Museum of Los Angeles County to determine the location of any previously recorded fossil discoveries within and nearby the proposed project site. Direct costs for the records search are assumed to be no more than \$1,000. Dudek will also review geological maps and paleontological and geological literature, which, along with the records search, will provide information necessary to determine the paleontological sensitivity of proposed project. Dudek will prepare a paleontological resources analysis that will include all necessary information, including a records search and the results of a map and literature review, to provide recommendations for future management considerations or treatment. It is assumed that any existing geotechnical and paleontological resource reports will be provided to Dudek, if available.

The project site is located in southern Orange County where the geology is dominated by a complex network of seismic fault zones and drainages that have tended to cut into the bedrock, forming canyons along the fault traces. Much of the bedrock of the area consists of highly erosive sedimentary rocks. The region is seismically active with notable historic earthquakes in the general area including the 1933 Long Beach earthquake (magnitude 6.4), the 1910 Elsinore earthquake (magnitude 6), and the 1923 North San Jacinto Fault earthquake (magnitude 6.3). The site has been leveled for the completion of the existing surface parking lot, but the adjacent roadways gently slope to the south. The project site is not located within a liquefaction hazard zone according to the California Geologic Survey (CGS). Dudek will use publicly available data from CGS, the U.S. Geological Survey, and the California Emergency Management Agency as well as any available geotechnical report to provide a site setting. Impacts will be evaluated based on the most current version of Appendix G of the CEQA Guidelines, with respect to both construction and operation of the proposed improvements. Construction impacts are typically short-term, erosion related, and become less than significant with implementation of the required National Pollutant Discharge Elimination System Construction General Permit, which includes implementation of erosion control best management practices. Long-term operational impacts associated with construction of new structures would be primarily related to structural instability in relation to seismicity, liquefaction, if applicable, and associated ground failure following construction. However, impacts would only be considered significant in the event that project construction and operation would exacerbate the potential for geologic hazards to occur, which is not likely due to compliance with local and state building codes.

Task 1.6 Transportation

Per the City, the applicant has already prepared a traffic study which includes a level of service (LOS) and vehicle miles traveled (VMT) assessment. This report has been peer reviewed by the City's traffic consultant, Hatzog & Crabill, Inc. Per the City's request, Dudek's in-house transportation team will conduct a high-level review of the transportation-related information (applicant's traffic study and City consultant's peer review memorandum) to ensure there is adequate information to prepare the Transportation section of the IS/MND. Our high-level review will be conducted consistent with the City of Laguna Hills Vehicle Miles Traveled Analysis Guidelines under the California Environmental Quality Act and General Plan Development Review Traffic Study Guidelines (July 2021), as well as the current CEQA Guidelines.

The findings of our high-level review will be provided to the City via e-mail. Dudek will prepare the Transportation section of the IS/MND based on the provided traffic report and any changes required as a result of Dudek's peer review. This scope assumes that the applicant's traffic consultant will conduct and/or provide any additional transportation information needed to prepare the Transportation section of the IS/MND.

TASK 2 INITIAL STUDY/MITIGATED NEGATIVE DECLARATION

Task 2.1 Develop and Finalize the Project Description

Dudek will work with the City to develop a detailed project description for the Oakbrook Plaza project that can be used in an IS/MND. Dudek will submit a written request for additional information, if necessary. The project description will include the following and will be used in the IS/MND:

- A discussion of the requirements for and the background related to the proposed project
- A discussion of the property involved in construction of the proposed project
- A description of the construction timing and process for the project site, including any staging areas and detours
- A description of operational requirements associated with the project
- Maps of the project location and project footprint
- Diagrammatic drawing(s) of the key project components
- A list of discretionary actions and permit approvals

The draft project description will be submitted to the team for two rounds of review and revision. All submittals will be electronic submittals in Word.

Deliverables:

- Draft project description
- Revised project description
- Final project description

Task 2.2 Administrative and Screencheck Draft IS/MND

Using the project description developed under Task 2.1, as well as the results of the technical studies completed under Task 1 above, Dudek will prepare an IS/MND for the proposed project.

Concurrent with completing the technical analyses outlined above, Dudek will prepare an administrative draft IS/MND in electronic format for the project. Once a consolidated set of comments on the administrative draft IS/MND has been received from the project team, Dudek will incorporate all comments and submit (electronically only) a screencheck draft IS/MND to the project team for final review before preparing the public draft IS/MND. It is anticipated that comments received on the screencheck draft IS/MND would be minimal and mostly editorial in nature. Substantive comments requiring a second round of substantial edits would require an amendment to the proposed budget.

Deliverables:

- One electronic copy (in Word) of the administrative draft IS/MND
- One electronic copy (in Word) of the screencheck draft IS/MND

Task 2.3 Public Draft IS/MND

Upon receipt of a consolidated set of electronic comments on the screencheck draft IS/MND from the project team, Dudek will incorporate all comments and submit (electronically only) a print-ready copy of the IS/MND in electronic format to the City.

Dudek will prepare the Notice of Intent (NOI) for the public draft IS/MND and will be responsible for preparation of the Notice of Completion (NOC) filed with the California State Clearinghouse. Dudek will submit the NOC and the IS/MND to the State Clearinghouse and will file the NOI with the County Clerk. In consultation with the City, Dudek will develop a draft mailing list including property owners within a 500-foot radius for distribution of the NOI to area property owners. Dudek will be responsible for distributing the NOI to area property owners, which assumes up to 100 recipients. This scope does not include a newspaper posting, but Dudek will draft one for the City should the City choose to post in a newspaper of regional circulation. We also recommend a posting on site.

Deliverables:

- One electronic copy (PDF) of the public draft IS/MND for the City to post on the website
- Up to 100 hard copies of the NOI
- One electronic copy (PDF) of the NOC
- Five hard copies of the public draft IS/MND (with appendices on flash drive)

Task 2.4 Final IS/MND

Upon the close of the 30-day public comment period, Dudek will take the lead in compiling all comments received, preparing responses to all comments, and incorporating responses into the final IS/MND. For budget estimation purposes, Dudek assumes no more than 10 substantive comments will be received (a comment letter may contain several individual comments) requiring detailed input and analysis from the Dudek team. Dudek will also prepare the mitigation monitoring and reporting program (MMRP) to accompany the final IS/MND.

Once the final IS/MND and MMRP have been adopted, Dudek will prepare a Notice of Determination (NOD) and file it with the State Clearinghouse and the County Clerk. This scope includes the California Department of Fish and Wildlife filing fee.

Deliverables:

- One electronic copy (in Word) of draft responses to comments
- One electronic copy (in Word) of the administrative draft final IS/MND and MMRP
- One electronic copy (PDF) of the final IS/MND and MMRP
- Five hard copies of the final IS/MND and MMRP
- One electronic copy (PDF) of the NOD

TASK 3 MEETINGS, HEARINGS, AND COORDINATION

Task 3.1 Regular Calls

The Dudek project manager, Laura Masterson, will attend monthly team meetings at the request of the City. Meeting attendance will be billed on a time-and-materials basis assuming virtual 1-hour meetings once a month with the project team. For purposes of the cost estimate, an 8-month period was assumed. If additional meetings are required, a contract amendment will be requested.

Task 3.2 Public Hearings

The Dudek project manager will attend one hearing for consideration of project approval.

Task 3.3 Project Coordination

Effective collaboration between the project planning team and environmental consultants will be a key element for the success of this project. Dudek believes this is paramount to project success and understands that the City values such collaboration. For cost estimating purposes, this task assumes 2 hours for the project manager each month during the approximately 8-month schedule.

IS/MND Schedule

The schedule assumes 12 weeks for preparation of the technical studies, with an 8-month schedule for preparation and completion of an IS/MND (Table 1).

Table 1. Initial Study/Mitigated Negative Declaration Schedule

Task	Duration
Formal Notice to Proceed/kickoff meeting	Week 1
Dudek develops project description and submits to City for review; develops data needs request for any missing information that the applicant should provide (e.g., hydrology, storm drain information, geotechnical information, water quality management plan)	Week 2
City provides feedback on draft project description and confirms/approves use in technical analyses and administrative draft initial study/mitigated negative declaration (IS/MND)	Week 3
Dudek prepares technical studies	Weeks 4–12
Dudek prepares administrative draft IS/MND	Weeks 13–16
City reviews and provides comments	Weeks 17–18
Dudek prepares screencheck draft IS/MND	Week 19
City reviews and provides comments	Weeks 20–21
Public review period (30 days)	Weeks 22–25
Dudek prepares final IS/MND (includes response to comments, mitigation monitoring and reporting program, changes to draft IS/MND, if applicable)	Weeks 26–29
City reviews and provides comments	Weeks 30–32
Dudek completes final IS/MND	Week 33
Project management, meetings, and hearings	Ongoing
Dudek files Notice of Determination	Post at County Clerk's Office within 5 days of project decision

Fee Estimate

The fee estimate for an IS/MND is attached as Attachment A.

We look forward to working with the City on this important project. Please feel free to contact me with any questions at 949.373.8326 or lmasterson@dudek.com.

Sincerely,



Laura Masterson
Project Manager

Att.: A, Cost Estimate – IS/MND
cc: Rachel Struglia, PhD, AICP

Attachment A

Cost Estimate – IS/MND



P224035 (Oakbrook Plaza Senior Living Project)
DUDEK FEE ESTIMATE
2/12/2024

		Dudek Labor Hours and Rates																						TOTAL DUDEK HOURS	DUDEK LABOR COSTS	OTHER DIRECT COSTS	TOTAL FEE
		Project Director/Environm ental											Project Director/Environm ental														
		Project Team Role:	Specialist IV	Analyst III	Senior Specialist III	Specialist IV	Specialist V	Specialist IV	Specialist I	Analyst I	Analyst III	Senior Specialist IV	Senior Specialist I	Analyst III	Principal Hydrogeologist/E ngineer III	Sr. Hydrogeologist I/Engineer I	Project Hydrogeologist II/Engineer II	Publications Specialist III	Technical Editor II	GIS Analyst III	Specialist IV						
Team Member:		Rachel Struglia	Laura Masterson	Analyst III	Senior Specialist III	Specialist IV	Eric Schniewind	Angela Pham	Keshia Montifolca	Makayla Murillo	Carson Wong	Michael Greene	Dennis Pascua	Sabita Tewani	Jeanney Keo	Glenna McMahon	Audrey Herschberger	Stephanie Chao	Publications Specialist III	Technical Editor II	GIS Analyst III	Specialist IV					
Billable Rate:		\$285.00	\$185.00	\$125.00	\$235.00	\$185.00	\$195.00	\$185.00	\$155.00	\$105.00	\$125.00	\$245.00	\$285.00	\$210.00	\$125.00	\$310.00	\$225.00	\$185.00	\$115.00	\$140.00	\$150.00	\$185.00					
Task 1	Technical Studies																										
1.1	AQ/GHG/Energy				19	107																	126		\$24,260.00		\$24,260.00
1.2	Cultural Resources							2		11	26								4		4		47		\$5,865.00	\$1,841.70	\$7,706.70
1.3	Hazards/Hazardous Materials															4	12	28	6		6		56		\$10,710.00		\$10,710.00
1.4	Noise											59	17								3		79		\$11,990.00	\$13.40	\$12,003.40
1.5	Paleo, Geology and Soils			8			36															32	76		\$13,940.00	\$1,158.04	\$15,098.04
1.6	Transportation												8	8	40								56		\$8,960.00		\$8,960.00
Subtotal Task 1				8	19	107	36	2	11	26	59	17	8	8	40	4	12	28	10		13	32	440		\$75,725.00	\$3,013.14	\$78,738.14
Task 2	IS/MND																										
2.1	Project Description	1	8	16																			25		\$3,765.00		\$3,765.00
2.2	Admin/Screencheck Draft IS/MND	2	24	36																	6		68		\$10,410.00		\$10,410.00
2.3	Public Draft IS/MND	1																	8	12			21		\$2,885.00	\$6,957.50	\$9,842.50
2.4	Final IS/MND	1	8	16															6	8			39		\$5,575.00	\$3,354.26	\$8,929.26
Subtotal Task 2		5	40	68															14	20	6		153		\$22,635.00	\$10,311.76	\$32,946.76
Task 3	Meetings, Hearings and Coordination																										
Total Hours		5	120	76	19	107	36	2	11	26	59	17	8	8	40	4	12	28	24	20	19	32	673				
Total		\$1,425.00	\$22,200.00	\$9,500.00	\$4,465.00	\$19,795.00	\$7,020.00	\$370.00	\$1,705.00	\$2,730.00	\$7,375.00	\$4,165.00	\$2,280.00	\$1,680.00	\$5,000.00	\$1,240.00	\$2,700.00	\$5,180.00	\$2,760.00	\$2,800.00	\$2,850.00	\$5,920.00		\$113,160.00	\$13,336.29	\$126,496.29	
Percent of Hours (Base)		1%	18%	11%	3%	16%	5%	0%	2%	4%	9%	3%	1%	1%	6%	1%	2%	4%	4%	3%	3%	5%					