

SUPPLEMENTAL AGREEMENT FOR ASSIGNED PROJECT

Consultant: TRC Solutions, Inc.

Project Name: CEQA Documentation Preparation Phase 2 City-wide Street Light LED Conversion Program

The Project Narrative for Drafting Services to CEQA Documentation Preparation Phase 2 City-wide Street Light LED Conversion Program (“Project”), a copy of which is attached hereto as Exhibit “A” and incorporated herein by this reference, and Consultant’s proposal dated February 8, 2022, and amended on May 17, 2022, a copy of which is attached hereto as Exhibit “B” and incorporated herein by this reference, shall constitute a supplement to the Master for Professional Consultant Services Agreement for Various Engineering Services for Public Utilities Department, Electric Division, Non-G.O. 165 Projects by and between City and Consultant dated August 1, 2019 (the “Agreement”). Consultant agrees to perform the services described in the Project Narrative within the time set forth in the Notice to Proceed for a not-to-exceed amount of \$68,400 unless otherwise modified by Change Order. Performance of the services shall be subject to the terms and conditions contained in the Agreement.

Dated this _____ day of _____ 2022.

CITY OF RIVERSIDE, a California Charter City and a municipal corporation

TRC Solutions, Inc., a California corporation authorized to do business in California.

By: _____
City Manager

By: Jason M. Goldstein
Title: Vice President, Planning, Permitting, Licensing Practice

By: _____
Public Utilities General Manager

By: Grant Ratkovic
Title: Assistant Secretary

APPROVED AS TO FORM:

By: [Signature]
Deputy City Attorney

CERTIFIES AS TO AVAILABILITY OF FUNDS:

By: [Signature]
Chief Financial Officer

Attest: _____
City Clerk

Exhibit A

Project Narrative

**CEQA DOCUMENTATION PREPARATION
PHASE 2 – CITY-WIDE STREET LIGHT LED CONVERSION PROGRAM**

Scope:

The City of Riverside Public Utilities (RPU) is seeking a Consultant to prepare the California Environmental Quality Act (CEQA), and Title 20 - Certificate of Appropriateness (COA) documentation for Phase 2 of the City-wide Street Light LED Conversion Program.

Item 1 Meetings / Hearings

- i. Initial kickoff meeting
 - a. Notice to Proceed
 - b. Establish communication protocol
 - c. Project Timeline
- ii. Coordinate with City staff on a regular basis, via e-mail, to discuss project status and address any issues that may arise during preparation of the CEQA and COA
 - a. Prepare periodic updates for Community & Economic Development Department (CEDD)
 - b. Prepare staff reports, project recommendations and PowerPoint presentations & workshops
 - c. Support RPU & CEDD with any pilot programs
- iii. Attend any meeting/hearing, as project representative, and make presentation for project recommendations and/or project documents
 - a. CEDD
 - b. CHB
 - c. RPU Board
 - d. City Council
 - e. City Planning Commission
 - f. Other Public (Community) Meetings

Item 2 Initial Study (IS) / Mitigated Negative Declaration (MND)

- i. Use City of Riverside IS template
- ii. Prepare administrative draft IS/MND for review and comment
 - a. by City staff
 - b. by City Attorney
- iii. Provide analysis and substantiating documentation to support all environmental checklist responses and conclusions
- iv. Implement all required revisions to IS/MND as directed by City staff/City Attorney
- v. Final documents to be legally defensible

Item 3 Cultural Resources Study

- i. Identify project's potential impact
 - a. To Historical Resources under CEQA
 - b. In consideration of City Municipal Codes
 - c. Historic District Design Guidelines
- ii. Provide mitigation measures to impact

Item 4 Circulation of Public Review IS/MND

- i. Prepare all project letters & correspondence logs
- ii. Prepare and publicly distribute copies of the CEQA documentation to
 - a. City of Riverside
 - b. State Clearinghouse
 - c. Responsible and Trustee Agencies
 - d. Other interested parties pursuant to the distribution list provided by the City
- iii. Documentation (if applicable)
 - a. Notice of Availability
 - b. Notice of Intent (NOI)
 - c. Notice of Determination (NOD)
 - d. Notice of Preparation
 - e. CPC Hearing Notice
 - f. Notice of Completion
- iv. Distribution of CEQA copies to be certified USPS mail
- v. File all required documents at the County Clerk
- vi. Coordinate publication of NOI with the Press Enterprise

Item 5 Response to Comments IS/MND

- i. Prepare substantive and thorough responses to all agency and public comments associated with the Project and CEQA documentation
 - a. Responses to be prepared in a separate "Responses to Comments" document
 - b. Mail the prepared document to all parties that provided comments on the IS/MND
- ii. Make document available for public review

Item 6 Mitigation Monitoring and Reporting Program (MMRP)

- i. Prepare MMRP
 - a. pursuant to CEQA Guidelines Section 15097
 - b. Include all mitigation measures identified in the IS/MND
- ii. Implementation of Measures
 - a. Identify each agency responsible for ensuring proper implementation of the measures

- b. Identify the timing of implementation of measures
- c. Identify the verification method of the implementation of the measures

Exhibit B

Proposal

A. Statement of Understanding & Approach

Scope of Work

TRC's scope of work includes both California Environmental Quality Act (CEQA) and Certificate of Appropriateness (COA) documentation in accordance with Section 20.25.030 of the City's Code of Ordinances. Riverside Public Utilities (RPU) anticipates the appropriate level of CEQA documentation for this proposed City-Wide Street Light LED Conversion Program would be an Initial Study/Mitigated Negative Declaration (IS/MND), including a Cultural Resources study and an associated Mitigation Monitoring and Reporting Program (MMRP). TRC will prepare the COA, IS/MND, Cultural Resources study, and MMRP documents in accordance with the City of Riverside's guidance and standards. TRC's scope of work will comprise 6 tasks.

1. Meetings/Hearings and Project Coordination

1.1 Initial Kickoff Meeting

Upon receiving notice to proceed, TRC will hold a kickoff meeting via conference call with RPU to establish project communication protocols, set the project schedule, obtain project information, and establish report requirements. At the kickoff meeting, we will seek available project description information, previously prepared report examples, related compliance and technical reports, maps, and other guidance to ensure that TRC has comprehensive and project data and we are able to prepare our documents in a manner acceptable to RPU. Available project information will be collected and reviewed, including files, maps, and reports. Following the kickoff meeting, TRC will prepare a summary of the meeting, will submit an estimated delivery schedule, and will submit a list of any additional information we may require to complete our assignment.

1.2 Project Coordination

TRC will coordinate with City staff on a regular basis, via e-mail, to discuss project status and address any issues that may arise during preparation of the CEQA and COA. We will prepare monthly updates for RPU and the Community & Economic Development Department (CEDD) that will summarize this status. We will prepare up to two (2) staff reports containing project recommendations and two (2) PowerPoint presentations for RPU or CEDD staff workshops. TRC will provide consultation to RPU and CEDD with pilot programs that may be initiated as part of this project. We have allocated 40 hours each of senior and junior staff time for this purpose. As the part of this task, TRC will also track budget progress, invoicing, quality assurance, and schedule compliance, to ensure that we submit consistent, high-quality project deliverables that follow clear communication and workflow protocols.

1.3 Attend Meetings and Make Presentations

TRC will attend meetings and hearings on behalf of RPU as a project representative, and we will make presentations that involve project recommendations and/or summaries of project documents that we prepare at meetings. Meetings may include:

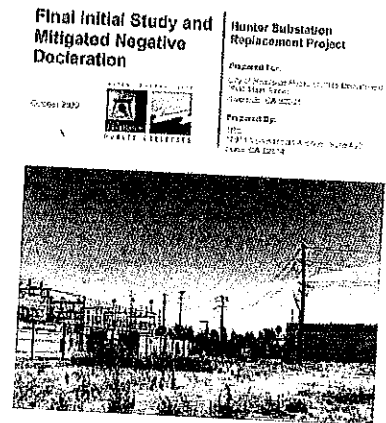
- A. Community Economic and Development Department
- B. Cultural Heritage Board
- C. RPU Board
- D. City Council
- E. City Planning Commission
- F. Other Public (Community) Meetings

A total of 8 meetings is assumed for this task.

2. Initial Study/Mitigated Negative Declaration

Using the City of Riverside's IS template, TRC will prepare an administrative draft IS/MND for review and comment by City staff and the City Attorney. This document will include information to support the IS checklist responses and conclusions. The analysis will be based on the project description developed by the City. TRC technical experts will review the project description and request clarification or additional information where appropriate. We expect that no special studies will be required for any subject area except cultural resources (see Task 3). **The following topics will be addressed.**

- Aesthetics
- Agriculture and Forestry
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Public Services
- Recreation
- Transportation
- Tribal and Cultural Resources
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Minerals
- Noise and Vibration
- Population and Housing
- Utilities and Service Systems
- Wildfires
- Mandatory Findings of Significance



Along with the IS Checklist completed for the above factors, TRC will also submit a draft Mitigation Monitoring and Reporting Program (see Task 6). After receiving comments from RPU and the City Attorney, TRC will prepare a single revised draft IS ready for the City to disseminate to the public.

City of Riverside's Final IS/MND for the Hunter Substation Replacement Project that TRC worked on.

3. Cultural Resources Study and Certificate of Appropriateness

TRC will conduct a desktop cultural resources study to identify the project's potential impact to Historical Resources under CEQA in consideration of City Municipal Codes and the City's Historic District Design Guidelines. The focus of the study will be on the degree to which the proposed lighting changes may affect the character of the City's existing or potential historical districts and neighborhood conservation areas. We will review and apply the US Secretary of Interior's standards for the Treatment of Historic Properties, the California Historic Building Code, and the City's Design Guidelines for Historic Districts applicable to the proposed changes to show these standards are met. For example, we will show that the program meets Section 8-901.5 Energy Conservation of the state's code, which notes "When new non-historical lighting and space conditioning system components, devices and equipment are installed, they shall comply with the requirements of Title 24, Part 6, *The California Energy Code*" by demonstrating that energy efficiency will be improved with the LED lighting program. Design guidelines for individual districts will also be reviewed. ***For example, for lighting proposed in the Heritage Square Historic District, we will confirm that the "designated replacement streetlight consists of a Corsican style Marbelite pole with an acorn style fixture, which is both energy/lighting efficient and in character with the Heritage Square area."***



For the Heritage Square Historic District, TRC will confirm that the "designated replacement streetlight consists of a Corsican style Marbelite pole with an acorn style fixture, which is both energy/lighting efficient and in character with the Heritage Square area."

While not all of the 3,500 ornamental streetlight sites within City limits can be reviewed, we will consider whether or not the proposed lights are appropriate for each existing and potential Historic District (17) and Neighborhood Conservation Area (8) within the City.

We accomplish this step by asking:

▪ ***Will the lighting be concealed or simple and unobtrusive in design, materials, and relationship to other façade or elevation elements?*** Obtrusive designs or materials would not be appropriate.

▪ ***Will the lighting be a warm white light that does not distort the color of the building's materials or finishes?*** Bulbs that are colored or filtered would not be appropriate.

▪ ***Will the lighting intensity match current lighting?*** Floodlights, spotlights, mercury vapor, sodium vapor, fluorescent tube lamp and CFL lamps and/or colored lights would not be appropriate.

The results of this analysis will be used as the basis for the Cultural Resources portion of the IS (Task 2) and to

support the COA. If impacts are anticipated to historic resources or neighborhood conservation areas, in consultation with RPU, CEDD, and CHB, the study will suggest mitigation measures that would reduce impacts to the lowest practical level. These measures will be worded so they can be used as specific conditions of approvals and/or as permit conditions for the installer. Such measures may include:

- Avoiding the impact altogether by not taking a certain action or parts of an action
- Minimizing impacts by limiting the degree or magnitude of an action
- Rectifying the impact by repairing, rehabilitating, or reclaiming the impacted environment
- Reducing or eliminating the impact over time by preservation and maintenance
- Compensating for the impact by replacing or providing substitute resources or environments

TRC's **LED Lighting Specialist, Jonathon Rossi, PE, BEAP**, will be available to address technical questions that may arise regarding the effect of these measures on the lighting program, so the measures recommended will be feasible and won't cause undue delay or costs to the City.

After the cultural analysis is completed, TRC will submit a Certificate of Appropriateness, with the Cultural Resources Study attached, for RPU to submit to the City's Cultural Heritage Board for review and approval.

4. Circulation of Public Review IS/MND

TRC will prepare and submit to the RPU a draft:

- Notice of Preparation of the IS/MND
- Notice of Availability of the IS/MND
- Notice of Completion of the IS/MND

TRC will also prepare project letters and correspondence logs and will prepare and distribute copies of the public review version of the IS/MND to:

- City of Riverside
- State Clearinghouse
- Responsible and Trustee Agencies
- Other interested parties pursuant to the distribution list provided by the City

We assume that we will deliver twenty hard copies of the document to RPU and send up to 50 recipients copies of the electronic version of the document.

5. Response to Comments IS/MND and Final IS/MND

This task will include the following activities:

- TRC will prepare draft responses to comments on the IS/MND in a separate "Responses to Comments" document. We assume that up to 20 comments will require substantive responses.
- Upon approval by RPU, TRC will mail the Response to Comments document and final IS/MND via certified USPS mail to all parties that provided comments on the IS/MND and will provide them in electronic form for RPU to post on its website for public review.
- TRC will provide RPU with a draft Notice of Intent to adopt an MND. TRC will coordinate publication of this NOI with the Press Enterprise.
- TRC will prepare a draft Hearing Notice for the City of Riverside Planning Commission.
- TRC will prepare a draft Notice of Determination for RPU. Upon approval, TRC will file this notice with the Riverside County Clerk.

6. Mitigation Monitoring and Reporting Program

TRC will prepare the Mitigation Monitoring and Reporting Program (MMRP) for this project pursuant to CEQA Guidelines Section 15097. This document will include mitigation measures identified in the IS/MND and will:

- A. Identify each agency responsible for ensuring proper implementation of the measures
- B. Identify the timing of implementation of measures
- C. Identify the verification method of the implementation of the measures

The draft MMRP will be submitted with the draft IS/MND (Task 2). The final MMRP will be submitted with the final IS/MND (Task 5).



May 17, 2022

Jairo Cortez
City of Riverside Public Utilities
3750 University Avenue
Riverside, CA 92501

**SUBJECT: City of Riverside, Riverside Public Utilities Department, Energy Delivery Division
CEQA Documentation Preparation Phase 2 – City-wide Street Light LED Conversion Program,
RFP No. 2160 under Master Professional Services Agreement TRC Solutions, Inc., Aug. 1, 2019 -
Best and Final Offer**

This letter responds to the email that we received from you on May 13, 2022 requesting a Best and Final Offer from TRC regarding the subject project before Tuesday, May 17, 2022 at 2:00 pm.

We have attached a revised (reduced) pricing section of our proposal ("Section F"), which replaces Section F of our proposal to the City of Riverside dated February 8, 2022. Please note that this reduction is in addition to an already reduced labor pricing presented in the original proposal as we consider our team to be a long term partner to the RPU.

With our approach, qualifications, and experience, our team will deliver an excellent outcome for the City of Riverside on this important project. Please contact me at 619.906.0388 or rgarewal@trccompanies.com if you have any questions regarding our proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Rameeta Garewal".

Rameeta Garewal, AICP, MBA
West Region Director Operations, Principal – Planning, Permitting and Licensing

Attchmt: TRC Section "F" Pricing



F. Pricing

TRC's estimated cost to complete the required CEQA evaluations and clearance is \$68,400. This cost is based on the project scope provided in the City's RFP No. 2160, and is a reduction of 5% from TRC's offer included in our proposal dated February 8, 2022. Please note that this reduction is in addition to an already reduced labor pricing presented in the original proposal as we consider our team to be a long term partner to the RPU. A breakdown of these costs is provided in the following table.

Table 1 – Estimated Costs

Task	Cost
1. Meetings/Hearings and Project Coordination	\$23,000
2. Initial Study/Mitigated Negative Declaration (MND)	\$14,300
3. Cultural Resources Study and COA	\$18,500
4. Circulation of Public Review IS/MND	\$5,500
5. Response to Comments IS/MND and Final IS/MND	\$4,500
6. Mitigation Monitoring and Reporting Program (MMRP)	\$2,600
TOTAL	\$68,400

In preparing the above scope and costs, TRC assumes the following:

- The project description can be completed with minimal data gaps, thereby requiring only one round of additional data requests following our receipt of RPU's initial draft.
- No special studies other than the Cultural Resource Study are required.
- All meetings will be virtual.
- Only one round of reviews by RPU of submitted documents will be required.
- TRC will deliver hard copies of the documents to RPU. RPU will distribute hard copies of documents as required.
- Work will be completed in 2022.