

PROFESSIONAL SERVICES AGREEMENT

Multi-Hazard Mitigation Plan Update

THIS AGREEMENT is made and entered into this ____ day of _____, 20____, by and between the City of Roseville, a municipal corporation (“CITY”), and Tetra Tech, Inc., a Delaware corporation (“CONSULTANT”); and

W I T N E S S E T H:

WHEREAS, CITY desires professional services consisting of updating the Multi-Hazard Mitigation Plan; and

WHEREAS, CONSULTANT has prepared a proposal dated February 24, 2022, which describes the scope of work to be performed by CONSULTANT, the budget for the work, and the schedule for performance of the work; and

WHEREAS, CONSULTANT is qualified and experienced to provide such professional services.

NOW, THEREFORE, the parties agree as follows:

1. Services. CONSULTANT shall perform, at the direction of CITY, the scope of services as described in EXHIBIT “A,” attached hereto and incorporated herein by this reference.

2. Compensation. For its services provided hereunder, CONSULTANT shall be compensated on a time and expense basis in accordance with the budget estimate as described in

EXHIBIT "A". Total compensation shall not exceed one hundred ninety-nine thousand, nine hundred seventy-one dollars (\$199,971).

CONSULTANT shall submit one monthly invoice for its services. Such invoices shall be delineated by task, the person performing the services, and the hourly rate, which shall be stated in time increments of not greater than one tenth (1/10) hours. CITY shall pay invoices within thirty (30) days after receipt, if the services specified in the invoice have been satisfactorily completed.

3. Indemnification. To the fullest extent allowed by law, CONSULTANT shall defend, indemnify, and save and hold harmless CITY, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of CONSULTANT's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from CITY's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed.

CONSULTANT agrees to defend and indemnify CITY if, despite the parties intent and practice, any venue, agency, or court with competent jurisdiction determines that CONSULTANT and/or any of its agents, officers, employees, volunteers, independent contractors, or subcontractors, are characterized as employee(s) of CITY.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by

law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

4. Insurance. CONSULTANT agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

<u>COVERAGE</u>	<u>LIMITS OF LIABILITY</u>
Workers' Compensation	Statutory
Commercial General Liability	\$1,000,000 each occurrence \$2,000,000 aggregate Personal Injury: \$1,000,000 each occurrence \$2,000,000 aggregate
Automobile Liability	\$1,000,000 combined single limit
Professional Liability (errors and omissions)	\$1,000,000 per claim \$2,000,000 aggregate

a. Form. CONSULTANT shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. CONSULTANT shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of CONSULTANT. The additional insured coverage under the CONSULTANT's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the

additional insured coverage shall be at least as broad as the Insurance Services Office (“ISO”) CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. CONSULTANT shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY’s own insurance shall be called upon to protect it as a named insured.

e. Subcontractors. CONSULTANT agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor’s work. Furthermore, CONSULTANT shall require its subcontractors to agree to be bound to CONSULTANT and CITY in the same manner and to the same extent as CONSULTANT is bound to CITY under this Agreement. Additionally, CONSULTANT shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of CITY’s indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

f. Self-Insured Retentions. All self-insured retentions (“SIR”) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all work performed by CONSULTANT, its employees, agents and subcontractors.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONSULTANT of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

5. Records. CONSULTANT and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than one (1) year after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, CONSULTANT and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved. Duly authorized representatives of CITY shall

have right of access during normal business hours and after reasonable notice to CONSULTANT's and subcontractors' files and records relating to the services performed hereunder, and may review and copy the files and records at appropriate stages during performance of the services and during the one (1) year period following termination or expiration of this Agreement. CONSULTANT shall include this provisions in its contracts with all subcontractors.

6. Time is of the Essence. Time is of the essence of this Agreement.

7. Prevailing Wages. When applicable, for purposes of this Agreement, CONSULTANT and its subcontractors shall comply with all applicable prevailing wage laws, e.g., but not limited to, California Labor Code Sections 1770 et seq. In accordance with said Section 1775, CONSULTANT shall forfeit as a penalty to the City two hundred dollars (\$200) for each calendar day or portion thereof for each worker paid less than the prevailing rates for such work or craft in which such worker is employed for any work done on-site under the Agreement by CONSULTANT or by any subcontractor in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to said Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage shall be paid to each worker by CONSULTANT or the applicable subcontractor.

Pursuant to the provisions of California Labor Code Section 1773, the contracting department has identified the source, stated below, of the general prevailing rate of wages applicable to the site to be done, for straight time, overtime, and holiday work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining

agreement of the particular craft, classification or type of worker concerned. These wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: <http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm>.

Pursuant to Labor Code Section 1773.2, general prevailing wage rates set forth above, which forms a part of this Agreement, shall be posted by CONSULTANT at a prominent place at the work site. Prevailing wage rates to be posted at the work site will be furnished by the contracting department. The possibility of wage increases is one of the elements to be considered by CONSULTANT in determining its proposal, and will not under any circumstances be considered as the basis of a claim against CITY or the Agreement.

8. Compliance with Laws. CONSULTANT shall comply with all federal, state and local laws, ordinances and policies as may be applicable to the performance of services under this Agreement.

9. Ability to Perform. CONSULTANT agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

10. Governing Agreement. In the event of any conflict between this Agreement and its EXHIBITS, the provisions of this Agreement shall govern. In the event of any conflict between any of the EXHIBITS, the provisions of the first in order of attachment shall govern.

11. Assignment. CONSULTANT is employed to perform unique personal services. CONSULTANT shall not assign this Agreement without the prior written consent of CITY. CONSULTANT shall not employ or otherwise incur any obligation to pay other specialists or experts for services in connection with this Agreement, without prior written consent of CITY.

12. Independent Contractor. CONSULTANT, inclusive of its agents, officers, employees, volunteers, independent contractors, and subcontractors, shall act as an independent

contractor, and covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of CITY by reason of this Agreement.

CONSULTANT and CITY agree that: (a) CONSULTANT is free from the control and direction of CITY in connection with the performance of the work; (b) CONSULTANT is providing services directly to CITY; (c) CONSULTANT has and will maintain at all relevant times a business license; (d) CONSULTANT maintains a business location that is separate from CITY; (e) CONSULTANT is customarily engaged in an independently established business of the same nature as that involved in the work performed hereunder; (f) CONSULTANT actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from CITY; (g) CONSULTANT advertises and holds itself out to the public as available to provide the same or similar services; (h) CONSULTANT provides its own tools, vehicles, and equipment to perform the services; (i) CONSULTANT has negotiated its own rates; (j) CONSULTANT set its own hours and location of work in accomplishing CITY's on-call needs; and (k) CONSULTANT has the right to control the manner and means of accomplishing the result desired and exercises its own expert independent judgement.

13. Representations and Warranties. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to terminate as void this Agreement, without liability, or, in its discretion, to deduct from the

Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

14. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

15. Copyright, Ownership and Use of Materials. All tangible material ("Material") created or delivered pursuant to this Agreement is considered a work made for hire under the Copyright Act. To the extent such Material does not qualify as a work made for hire, CONSULTANT hereby assigns to CITY all right, title, and interest, including but not limited to all copyrights, in all Material created by CONSULTANT in its performance under this Agreement. Material constitutes the scope of work outlined in Exhibit A and attached hereto, and all written and other tangible expressions, including but not limited to, drawings (including computer aided drawings), papers, documents, reports, surveys, renderings, exhibits, sketches, maps, models, prints, paintings or photographs, in any and all media or formats in which such materials have been created or are maintained. All Material furnished by CONSULTANT is, and shall remain, the property of CITY.

CONSULTANT shall execute any documents necessary to effectuate such assignment. In the event that CONSULTANT uses, employs, designates, or retains any person or entity who is not an employee of CONSULTANT, to perform any work required of it pursuant to this Agreement, CONSULTANT shall require said person or entity to execute an agreement containing the preceding paragraph.

16. Termination of Agreement. The City may terminate this Agreement without cause by giving CONSULTANT ten (10) days advance written notice from the City Manager. CONSULTANT may terminate this Agreement without cause by giving CITY thirty (30) days

advance written notice. In the event of termination through no fault of CONSULTANT, CITY shall compensate CONSULTANT for services performed as of the date of termination, upon the release to CITY of all Material hereunder, in any and all media or formats in which such materials have been created or are maintained. CITY retains the right to receive and use any Material, notwithstanding any termination or any dispute regarding the amount to be paid.

17. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

18. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

19. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

20. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE

Stefanie Kemen
Engineering Manager
311 Vernon Street
Roseville, CA 95678

CONSULTANT

Rob Flaner
CFM/Hazard Mitigation Program Manager
1999 Harrison, Suite 500
Oakland, CA 94612

Either party may amend its address for notice by giving notice to the other party in writing.

21. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ____ day of _____, 20__, and CONSULTANT has caused this Agreement to be executed.

CITY OF ROSEVILLE, a
municipal corporation

TETRA TECH, INC., a
Delaware corporation

BY: _____
DOMINICK CASEY
City Manager

BY: _____
its: Richard A. Lemmon Senior Vice President

and

ATTEST:

BY: _____
its: _____

BY: _____
CARMEN AVALOS
City Clerk

APPROVED AS TO FORM:

BY: _____
MICHELLE SHEIDENBERGER
City Attorney



[SIGNATURES CONTINUED ON NEXT PAGE]

APPROVED AS TO SUBSTANCE:

BY:



JASON SHYKOWSKI
Public Works Director

EXHIBIT “A”

SCOPE OF SERVICES
For the City of Roseville, CA
City of Roseville Hazard Mitigation Plan-Update

This is a proposed scope of services from Tetra Tech, Inc. (CONSULTANT) to the City of Roseville, CA (CITY) to provide support and planning services in the development of an update to the City of Roseville 2016 Multi-Hazard Mitigation Plan (PLAN). Technical Consulting services included in the scope of services below are intended to provide assistance to the CITY to update the PLAN and ensure that the end product is a California Office of Emergency Services (Cal OES) and Federal Emergency Management Agency (FEMA) approved plan. The estimated hours to complete each task below are reflected on the attached “Estimate of Professional Services” document. The primary objectives for this scope of work is to develop a plan the meets all section 201.6, 44 CFR requirements for local hazard mitigation plans as confirmed by reviews from both FEMA region IX and Cal OES, and to meet all Community Rating System (CRS), activity 510 planning requirements as well as CRS Class 1 prerequisites.

SCOPE AND DELIVERY OF WORK: The work to be completed and provided by the CONSULTANT is described in the following paragraphs. Deliverables must be presented to and approved by the CITY Project Manager and Steering Committee. The following phases will be completed by the CONSULTANT, in conjunction with the planning partners and steering committee:

Phase 1: ORGANIZE AND REVIEW

Under this phase, the CONSULTANT will work with the CITY and its stakeholders to organize the key components for this plan update process. This includes identifying a Core Planning Team, the formation of an oversight Steering Committee to oversee the plan update scope of work, review of the prior plan to evaluate its accomplishments, identify other CITY plans and programs that can support or enhance the CITY’s objectives for resilience, and coordinate with other agencies that may have a stake in the vision for this plan update. The tasks to be completed under this phase and the specified deliverables are described as follows:

Task 1A- Establish a Core Planning Team (CPT): Under this task, CONSULTANT and CITY will identify and establish a Core Planning Team (CPT) made up of key personnel from the CITY (i.e.: CITY Project Manager, Public Information Officer, Planning Department, the Emergency Management Services Division, GIS point of contact, etc.) and the discipline leads from the CONSULTANT project team. From project inception to completion, bi-weekly project coordination calls will be held by the CPT to discuss project status, identify issues in the planning process, review consultant deliverables and confirm meeting content for Steering Committee meetings discussed below. All CPT meetings will be coordinated and facilitated by the CONSULTANT.

Task 1B- Organize Hazard Mitigation Steering Committee: Under this task, CONSULTANT will work with the CITY through the CPT to establish a Hazard Mitigation Steering Committee (HMSC) to provide oversight on the plan’s development up to adoption. The role of the HMSC will be to provide feedback to the CITY on its key milestone decisions and represent “whole community” access to this important planning process. The baseline for this task will be the HMSC makeup that was utilized during the 2016 planning process. The make-up of the HMSC will strive for a 50/50 split between governmental and non-governmental stakeholders within the city limits and strive for representation from multiple stakeholders. The makeup of the HMSC will follow the requirements of CRS Activity 510, step 2 criteria. It will be important for this committee to have a manageable size so that quorums can be established that are achievable. The HMSC will operate under a set of ground-rules that they establish, and their meetings will be open to the public and advertised as such under the public involvement strategy (phase 3) for this plan update.

Once established, this committee will meet periodically during the planning process to review and provide oversight on the plan's progress. The scope and schedule for this project has assumed that the HMSC will need to meet a minimum of five times according to a schedule confirmed by the CPT under Task 1A above. Key components to be confirmed by the Steering Committee include; confirmation of hazard scenarios to be addressed by the plan update, confirm vision, goals and objectives for the plan, definition of "critical facilities/infrastructure for the planning area, public engagement strategy, mitigation alternatives to be considered, and the plan maintenance strategy. All HMSC meetings will be facilitated by the CONSULTANT and be open to the public and advertised as such. Meeting summaries will be prepared by CONSULTANT and distributed pursuant to the public involvement strategy (phase 3) confirmed by the HMSC.

Task 1C- Plan Review: Under this task, CONSULTANT will perform a review of existing studies, reports, and technical information to assimilate sources of information into the decision-making process. This will include a comprehensive review of all prior actions identified in the last plan update (annual progress reports) as well as a review of the current California State Hazard Mitigation Plan to assure consistency of this plan update with the goals, objectives, and actions of that plan. Also, the CONSULTANT will perform a detailed review of data from existing plans/programs to identify points of integration of relevant data and information into the updated hazard mitigation plan and share those findings with the CPT. This will include but not be limited to; the General Plan, Emergency Operations Plan, Climate Action/Adaptation plans, feasibility studies, capital improvement plans, etc. Additionally, the 2017 plan will be reviewed by the HMPC to determine recommendations for changes and/or enhancements. The CONSULTANT, working with the CPT, will document and record the elements of this phase for incorporation into the plan document.

Additionally, this task will include a comprehensive review of the City's general plan to establish linkage between the mitigation plan and their general plans for compliance with CA Assembly Bill 2140 (AB-2140) and CA Senate Bill 379 (SB 379). Additionally under this Task, CONSULTANT will review and provide comment, or facilitate obtaining review comments from more appropriate parties, on needed updates of all supporting documents to the Plan, as needed, including but not limited to the CITY's Emergency Operation Plan and Debris Management Plan..

Task 1D- Agency Coordination: Under this task, CONSULTANT will coordinate with other agencies involved in, or that have the ability to impact hazard mitigation actions identified in the plan. These will include but are not limited to:

- FEMA Region IX
- California Governor's Office of Emergency Services (Cal OES)
- California Department of Water Resources
- Placer County Office of Emergency Services
- Placer County Flood Control and Water Conservation District
- Placer County Office of Education
- Sacramento County Department of Water Resources
- City of Rocklin
- City of Citrus Heights
- Roseville City School District
- Eureka School District
- Dry Creek School District
- Center School Districts
- Roseville Joint Union High School District

- U.S. Bureau of Reclamation

These agencies will be coordinated with throughout all phases of this proposed scope of services. The CPT will strive to coordinate with any con-current planning effort in an attempt to promote Regional consistency in hazard mitigation.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- Provide junior level staff to document all planning processes
- Organize the CPT (Biweekly coordination)
- Organize and facilitate the HMSC process (Minimum of 5 meetings)
- Prepare agendas for all CPT and HMSC meetings
- Record and produce meeting summaries for all HMSC meetings
- Existing Plan/Program review
- Agency Coordination

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by CITY personnel. Under this phase, CITY will:

- Support and participate in the Core Planning Team (CPT) process
- Approve HMSC meeting platform and format (i.e. virtual vs. in-person) for all meetings scheduled during this process
- CITY will assume responsibility for granting any exceptions to timelines established under this phase.

Phase 2: IDENTIFY HAZARDS AND UPDATE RISK ASSESSMENT

Under this phase, CONSULTANT will assist the CITY in identifying the characteristics and potential consequences of the hazards that may impact or have historically affected the planning area. It is important to note, the technical approach for this phase will address natural hazards differently than man-made hazards. The natural hazards will be fully assessed in compliance with 44CFR 201.6 (c) (2) based on a definition of risk (probability x impact), while the non-natural hazards (such as: hazardous materials release, power outages, terrorism) will be profiled with an emphasis on consequence. The results of the risk assessment for natural hazards will be used to rank the risk to the City of the impacts from each natural hazard, however, technological and human-caused hazards will not be ranked.

A thorough assessment of each hazard, as well as the vulnerability of the planning area to each hazard identified, will be accomplished using tools such as GIS/ Hazus-MH, readily available detailed studies, benefit-cost analysis tools, and historical/local knowledge of past occurrences. At a minimum, a map delineating each hazard area, a description of each hazard (including potential depths, velocities, magnitudes, frequencies, etc.), and a discussion of past events will be prepared. The prior PLAN will be the principal tool used to identify the hazards of concern as well as the State Hazard Mitigation Plan.

For each identified hazard, CONSULTANT will perform a vulnerability analysis that will: (1) include updates to the inventory of the number and type of structures at risk; (2) assess the impact on life, safety, and health; (3) evaluate the need and procedures for warning and evacuation; (4) identify critical facilities (hospitals, for example) and the impact of the hazard on those facilities; and (5) review the development/redevelopment trends projected for the future in each identified hazard area.

The hazard profiles will provide the following information:

TETRA TECH

- As with the past PLAN, each hazard profile may include multiple hazard scenarios (i.e. Earthquake shakemap scenarios, 100-500-year floodplains, etc) as confirmed by the CPT and HMSC.
- Utilize best available information from local, state or federal sources
- Geographic Areas of Impact – Maps showing areas of impact
- Previous Occurrences – History of events to date
- Severity – Magnitude or potential intensity and duration, including speed of onset
- Impact – How will, or has, each hazard impacted the planning area
- Probability of Future Occurrence – What is the likelihood that we will be impacted by the hazard of concern in the future?
- Probable impacts of climate change on the hazard
- Future trends in Development

The risk assessment will identify which hazards pose the greatest threat to the community by looking at the hazard frequency of occurrence, the severity of the occurrence, and the likelihood that an event will occur. Using the updated asset inventory Comprehensive Data Management System (CDMS), outputs from our risk assessment process include the following:

- Vulnerability Analysis – Based on data input, we develop data tabulations and maps that demonstrate vulnerable assets and populations at risk.
- Functionality or Down Time – When an incident occurs, how long will critical facilities be impacted?

CONSULTANT will conduct a flood hazard risk assessment of all FEMA-identified repetitive loss properties within the planning area, as required under the Community Rating System (CRS) and Flood Mitigation Assistance (FMA) programs. This review will include the delineation of repetitive loss areas throughout the CITY (if any), a determination of the cause of repetitive flooding, annualized loss estimates, and a building count of the number of structures within each repetitive loss areas. The flood risk assessment will profile all flood related issues that impact the planning area (i.e.: riverine, coastal, urban drainage, stream bank erosion/sediment deposition).

The tasks to be completed under this phase are described as follows:

Task 2A: Data acquisition, inventory and Format:- Under this task, the CONSULTANT will utilize data identified under Phase 1 of this scope of work in conjunction with local knowledge, to identify the best available data to support the development of this risk assessment and identify data gaps that may limit the options for completing this assessment. For this scope of work, a “data gap” has been defined as missing or unavailable data that would be necessary to provide enhanced resolution of the risk analysis, over the data that is currently available. The key deliverable for this task will be a detailed inventory of all general building stock and critical facilities/infrastructure within the CITY that includes key data attributes needed to assess the risk and vulnerabilities of these assets. It is important to note that any identified gap in data, could be identified as an action in this plan. The CONSULTANT will document all meta-data following standard meta- data documentation protocol.

Task 2B: Address Data Gaps: Under this task, CONSULTANT address any data gap identified under task 2A, by creating new data that will enhance the resolution of the risk analysis under this phase of the scope of work. An example of this could be the creation of new flood hazard depth grids from new flood studies that the CITY wants included in the analysis or alternate hazard scenarios modeled (i.e. additional shakemap scenarios for earthquake). Please note that this task will not include activities involving engineering of design or modeling beyond the use of Hazus-MH.

Task 2C: Risk and Vulnerability Mapping:- Under this task, CONSULTANT will utilize data mined under Task 2A to prepare maps that show the risk and vulnerability of CITY assets by mapping their location in relation to the extent and location of the hazards of concern addressed by this plan. These maps will be produced and formatted for inclusion in the final plan.

Task 2D: Hazus-MH Analysis: Under this task, the CONSULTANT will develop HAZUS-MH runs for the entire planning area using the currently available version of the Hazus-MH model (Hazus-MH version 5.0 or newer) for the hazard scenarios approved by the CPR and HMSC. Level 2, user-defined analyses of the earthquake, flood and tsunami hazards will be conducted. The flood analysis will incorporate the current digital flood insurance rate map (DFIRM) for Placer County as well as any available Light Detection and Ranging (LiDAR) data. For the earthquake analysis, both earthquake soils and liquefaction data will be combined with available earthquake scenario data from USGS and/or CA Geological Survey. For dam failure, the City's available inundation modeling for Folsom Dam Dikes 5 and 6, as well as data available from the California Division of Safety of Dam (DSOD). The Hazus-MH model will be populated with updated GIS data obtained by the CPT under Task 2A of this scope of work.

Task 2E- Update Risk Assessment for non-Hazus-MH Hazards: Under this task, CONSULTANT will update the risk assessment for the non-HAZUS-MH hazards (drought, landslide, severe weather and wildfire). This will include a GIS exercise designed to analyze building exposure and potential impact utilizing damage functions based on national models. All base mapping components from the original plan will be updated with current data under this task.

Task 2F- Non-natural Hazard Profiles: Under this task, CONSULTANT will prepare qualitative profiles of non-natural hazards of interest identified by the HMSC. These non-natural hazards will be profiled, but not full assessed as the natural hazards will be. The profiles will be completed in compliance with CPG-201, steps 1 and 2.

Task 2G- Climate Change Profile: Under this task, CONSULTANT will prepare a qualitative vulnerability assessment of the potential future impacts to the identified hazards of concern pursuant to the requirements of CA-SB379. A climate change profile will be prepared as a stand-alone chapter for the plan so that the CITY will be considered to be in full compliance with SB-379.

Task 2H-Data handoff and training: At the completion of the planning process, CONSULTANT will hand off all data and models assembled under this phase and provide baseline training to city personnel identified by CITY as the appropriate repository for this information and use.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- Data Gap Analysis report
- Maps that illustrate the extent and location of hazard areas.
- Review of past occurrences since the completion of the prior plan.
- The types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas for each scenario event.
- Loss estimates for each scenario event for all residential, commercial and industrial buildings within each hazard area.
- An analysis of identified, vulnerable critical facilities for each scenario event.
- An analysis of vulnerable populations within each hazard area.
- A land use analysis for each scenario event that includes a look at land with potential for future development (i.e.: buildable lands analysis)
- SB-379 compliant climate change profile for the planning area

- Data handoff and training

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by CITY personnel. Under this phase, CITY will:

- Provide the best available information on general building stock (County Assessor Data)
- Provide the best available digital elevation model for the CITY
- Provide the best available data on extent and location of hazards of concern in a digital format.

Phase 3 - Develop/Implement Public Involvement Strategy

Under this phase, CONSULTANT will facilitate the development of and implement a public outreach strategy utilizing the existing outreach capabilities of the CITY identified by the CPT under phase 1 of this scope of work. This scope of work assumes that the strategy will be deployed in 2 phases: once early in the planning process to gauge the public's perception of risk, and once later in the process to present the draft plan to the public for comment. The tasks to be completed under this phase are as follows:

Task 3A- Hazard Mitigation Surveys: Under this task, the CONSULTANT will develop and deploy hazard mitigation questionnaires tailored to the needs and issues of the planning area that will be approved by the CPT and HMSC. This survey will build upon the content that was utilized during the 2017 planning effort. These questionnaires would be disseminated to target audiences determined appropriate by the HMSC via multiple media (i.e., website, press release, social media outlets). This task will be scheduled and deployed in a time frame that targeted by the HMSC. CONSULTANT will provide a Spanish translated version of the survey(s) to the CITY under this task.

Task 3B- Story Map: This task will be dedicated to the preparation of a "story map" that can interactively present the results of the risk assessment. It will summarize mitigation planning and provide an overview of the hazards concern and risk in the CITY. The Story Map will be a link on the CITY's HMP website, be live for the duration of the plan update process and focus on engaging the public and communicating hazard risk. The objective for this task is the development of a product that will have legacy for the CITY and its stakeholders and support the "continuing public involvement" strategy identified under phase 5 of this scope of work. Please note that this task has assumed that the Story Map will be constructed on the CITY's ESRI account for ease of transfer of the finished product for the use and maintenance by the CITY following the completion of the planning process.

Task 3C- Public Meetings: Under this task, the CONSULTANT will conduct public meetings/workshops in 2 stages over the course of the plan update process with support from the CPT. The 1st stage will be conducted within 2 months of the initiation of the planning process pursuant to CRS requirements specified under activity 510, step 3. The objective for the Stage 1 workshop will be to present to the public the results of the risk assessment and to gauge the public's perception of risk. The Stage 2 public meeting(s) will be conducted at the end of the plan update process during a noticed public comment period. The objective for the stage 2 public meeting will be to give the public an opportunity to comment on the draft plan. The number of public meetings, format, time, and location will be determined by the HMSC under their process described under task 1C of this scope of work. Whether these meetings will be virtual, or in-person format will be dependent upon the CITY's policy regarding public meetings in response to the COVID-19 Pandemic. Attendance and comments received during all meetings conducted will be documented for including in the plan by the CPT.

Task 3D- Media Releases and Public Notices: Under this task, the CONSULTANT will produce and distribute public notices and/or media releases during various milestones in this plan update process. The content of all media releases will be prepared by the CONSULTANT in coordination with the CPT and validated by the HMSC. The CITY will be responsible for dissemination of all media releases and

TETRA TECH

providing documentation of any response to the releases. This task will apply to both the expedited and normalized tracks.

Task 3E- Website: A City sponsored website will be established on the onset of this scope of services. This website will become the principle means for public interaction with this planning process from start to finish. The CONSULTANT, in coordination with the CPT, will produce materials to support the website such as “Frequently asked questions” (FAQ’s), power point presentation from the kickoff meeting, and Steering Committee meeting minutes. City personnel will be responsible for maintenance of the website and assuring continued public access to pertinent information. The website will also act as the medium to access the Story-Map created under task 3B above.

Please note, that some or all the above proposed strategies for public engagement may have to be altered based on the City’s and the State of California’s ongoing response to the COVID-19 pandemic. CONSULTANT has developed alternative strategies following direction from FEMA, should alternatives be needed when this project is deployed.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- Develop content for CITY sponsored website
- Provide content for hazard mitigation survey in both English and Spanish.
- Develop ESRI Story-Map
- Facilitation of all public meetings (number and format to be determined by the CPT)
- Preparation of all content for public meetings
- Media release content
- Website support documents

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by CITY personnel. Under this phase, CITY will:

- Provide a webpage for posting information on the PLAN update
- Provide venues and/or virtual platform for all public meetings
- Provide translation services for the hazard mitigation survey
- Advertise all public meetings
- Access to the CITY’s ESRI account for the construction of the Story Map
- Disseminate media releases on planning process and public meetings

Phase 4- Update Goals, Objectives, Capabilities and Actions

After the hazard identification and risk assessment documentation have been updated and reviewed, CONSULTANT will work with the CPT to determine if the original goals and objectives identified under the initial planning effort remain viable in light of new information gathered through the risk assessment and initial public involvement phases of the project. Once goals and objectives have been refined by the CPT, they will be presented to the HMSC for validation. Following the conformation of goals and objectives, the range of mitigation alternatives and actions on a hazard-by-hazard basis will be updated. Preference will be given to those mitigation actions that provide multi-objective risk reduction. CONSULTANT will work with the CPT to establish priorities to make clear which types of strategies and activities are true mitigation measures and which should be closed out or removed from the list.

Information obtained during the update of the risk assessment and during the public involvement strategy will be used to refine the CITY’s existing mitigation strategies previously adopted in the initial plan. The tasks to be completed under this phase are as follows:

Task 4A- Goals objectives and actions: Under this task, CONSULTANT will facilitate the confirmation of a guiding principle, goals, objectives for the PLAN update through the CPT. These will be linear planning components in that each component will be independent, and not a sub-set of the higher tier component. Each component will be selected based on its ability to meet multiple aspects of the higher-tier component. For example, goals will be selected based on their ability to support the vision. Objectives will be selected that meet multiple goals. And, actions will be prioritized based on their ability to meet multiple objectives. The baseline for this task will be the guiding principle, goals and objectives identified in the initial plan.

Task 4B: Core Capability Assessment: Under this task, the CONSULTANT will perform a core capability assessment of CITY capabilities to implement mitigations strategies of the Plan in coordination with the CPT. This assessment will focus on the following core capabilities:

- Planning Capability
- Technical Capability
- Financial Capability
- Public Education and Outreach Capability
- National Flood Insurance Program (NFIP) compliance
- Adaptive capacity to deal with future conditions associated with Climate Change

The key objective for this task is to identify any gap in the CITY's core capability that should be considered in identifying actions for the plan.

Task 4C: Strengths, Weaknesses, Obstacles and Opportunities (SWOO): Under this task, the CONSULTANT will facilitate the identification of a comprehensive range of mitigation alternatives through a facilitated look at strengths, weaknesses, obstacles and opportunities with the HMSC. This step will be conducted in compliance with CRS Activity 510, Step 7 criteria. This "SWOO" session will be conducted with other stakeholders identified as appropriate by the CPT. The opportunities identified under this session will be the basis for the mitigation catalog discussions under task 4D.

Task 4D: Catalog of Mitigation Best-Management-Practices Appropriate for the CITY: Under this task, the CONSULTANT will assemble a catalog of CITY appropriate mitigation best-management-practices, based on the opportunities identified under Task 4C, and the core capabilities identified under Task 4A. This mitigation catalog will represent the comprehensive range of alternatives considered by the CITY, as required under section which is a statutory requirement under the DMA.

Task 4E: Mitigation Action Plan: Utilizing the results of all tasks above, the CONSULTANT will facilitate the identification and prioritization of a mitigation action plan for the CITY working through the CPT. This action plan will be identified with the following objectives:

- Must be implementable within CITY core capabilities
- Must be able to quantify how each action will reduce risk
- Must be able to identify how CITY will measure success

An action plan will be developed that identifies hazards addressed, objectives met, how it will be paid for, and an estimated timeline for completion. Following the identification of the action plan, each action will be prioritized based on a methodology that emphasizes multiple objective actions and the cost- effectiveness of each action. Upon its completion, this action plan will be presented to the HMSC for validation.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- Facilitation of the confirmation of a guiding principle (mission statement), goals and objectives.
- SWOO session

- Mitigation catalog
- Facilitation of the development of the action plan
- Presentation of the action plan to the HMSC

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by CITY personnel. Under this phase, CITY will:

- Reconcile the actions from the 2016 plan
- Participate in goal setting and SWOO session
- Confirm action plan

Phase 5: Develop Plan for Monitoring, Evaluating and Updating the Plan

This is a singular task phase. Under this phase, the CONSULTANT will work with the CPT to confirm a plan maintenance strategy for the plan. This strategy will include:

- Recommendations for outside agency involvement
- Monitoring, Evaluating, and Updating the Plan
- Monitoring Progress of Mitigation Activities
- Incorporation into Existing Planning Mechanisms
- Continued Public Involvement

It is under this phase that Tetra Tech will set up the BAToolSM to be utilized by the City monitor the progress of the plan over its 5-year implementation. Tetra Tech will provide the City complete and full access to the BAToolSM for the full 5-year term as part of this scope of work.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- The method and schedule of monitoring, evaluating, and updating the mitigation plan on a five-year cycle.
- Establish a protocol (template) for a progress report to be completed annually on the plan's accomplishments.
- The process for incorporating the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, zoning changes, or general plan development when appropriate.
- How the community will continue public participation in the mitigation plan maintenance process.
- Setup of the BAToolSM. And provide the CITY access to the tool for the 5-year performance period of the plan.

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by City personnel. Under this phase, CITY will:

- Support the planning team in the development of the plan maintenance strategy.

Phase 6: Assemble the Updated Plan

Under this phase, CONSULTANT will assemble the plan. The assembly will utilize all updated or enhanced data generated in Phases 1 through 5. The plan will be assembled in full compliance with FEMA's Plan Review Tool for FEMA Region IX which crosswalks the Plan's content to the requirements of section 201.6, 44CFR. The tasks to be completed under this phase are as follows:

Task 6A: Author the updated plan text: Under this task, the draft updated plan will be authored and assembled by the CONSULTANT. The CPT will determine plan format and layout to meet the objectives established for the planning process. The key elements to be delivered under this task include:

- The CPT will format the plan layout to meet the objectives established for the update process and for ease in use by CITY personnel in development of any additional planning efforts which occur after this planning process.
- Brief introduction, including context for and description of the need for the mitigation plan. This will include a description of the planning process followed in the development of the mitigation plan and document all public involvement.
- Description of the CITY's mission, goals, programs, and policies, and an analysis of its capabilities to carry them out.
- Brief description of the history, physical setting, land-use patterns, and development trends of the area to be covered by the mitigation plan.
- A profile chapter on Climate Change and the possible impacts of climate change on the identified hazards of concern addressed by the plan.
- List and assessment of the hazards and risks to which the CITY is vulnerable.
- Summary of current federal, state, and local programs and policies that address the identified risks. The plan will also include a prioritized list of recommended strategies, programs, policies, and actions to address identified hazards and risks. The review of mitigation activity alternatives will be conducted for each hazard. Additionally, the plan will identify those persons responsible for implementing recommendations, approximate cost of and potential funding sources for implementing recommendations, cost effectiveness of recommendations, and suggested timeline for implementing recommendations.
- Strategy for evaluating, adopting, and implementing the mitigation plan. The draft Action Plan will identify agencies and departments responsible for implementation, targeted timeframe for implementation, and possible funding mechanisms.
- Other descriptions, documentation, and mitigation plan elements as required for FEMA approval.
- Summary of how the CITY will monitor progress of the mitigation plan and activities and an established timeline for future updates, including an Annual Evaluation Report.

Task 6B: Technical Edit/Format: Once the initial draft has been developed, the draft plan will be submitted for a technical/format edit to prepare the final draft plan that will be presented for public review and comment and provided to FEMA for pre-adoption review and approval.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- Review and final drafts of the updated plan
- Technical/format edit of all drafts of the plan
- Provide 1 "print-ready", digital version of the plan
- Provide twelve (12) hard copy drafts, either spiral bound or in a 3-ring binder

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by City personnel. Under this phase, CITY will:

- Provide review and comment on drafts of Plan
- Assume responsibility for hard copy production of review drafts of the Plan

Phase 7 - Complete Plan Review and Adoption

Under this phase, the CONSULTANT, working through the CPT, will facilitate the review and adoption of the plan and approval for credit under the CRS program. This will include presentation of draft versions of the plan to the Steering Committee, preparation of a “Public” review draft, completion of the plan review crosswalk for both FEMA and CRS Reviews, support of the adoption process and submittal of final plan package to FEMA and the Insurance Services Office (ISO) for review and approval. The tasks to be completed under this phase are as follows:

Task 7A: Complete Local Plan Review Crosswalk: Once the final draft plan has been prepared, and all public, stakeholder and HMSC comments have been incorporated into the final draft, CONSULTANT will complete a FEMA Region IX plan review tool to illustrate the plan’s compliance with 44 CFR Section 201.6. A draft plan will then be forwarded along with the completed crosswalk to FEMA with a request for “pre-adoption” review and approval to CalOES.

Task 7B-Facilitate Concurrent review with FEMA Region IX and Cal OES: Under this task, CONSULTANT will facilitate an agreement between FEMA Region IX and Cal OES to perform a “concurrent” review if the plan to expedite that approval process by both agencies. This task will occur at least 2 months prior to plan submittal and will be a formal submitted request through Cal OES.

Task 7C- Completion of the CRS Plan Review Crosswalk: Once the final draft plan has been prepared, and all public and Steering committee comments have been incorporated into the final draft, CONSULTANT will complete a CRS Plan review Crosswalk to illustrate the plan’s compliance with the CRS Activity 510 planning requirements and classification prerequisites for CRS Class 1 eligibility. A draft plan will then be forwarded along with the completed plan review crosswalk to FEMA’s CRS Contractor, the Insurance Services Office (ISO)/Verisk with a request for “pre-adoption” review and approval.

Task 7D: Plan Adoption Support: Once “Approval pending Adoption” has been granted by FEMA Region IX, the adoption phase of the planning process will begin. The CITY will evoke its standard political process for adoption of documents and provide adoption documentation to FEMA. Under this task, the Consultant will support the CITY as needed through the adoption process. This support includes:

- Preparation of an executive summary of the plan for presentation to CITY Council
- Preparation of presentation materials
- Preparation of a resolution adopting the plan
- A physical presentation to CITY Council (if needed)
- Processing of adoption documentation to CalOES and FEMA Region IX.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- Completion of the FEMA Region IX Plan Review Tool
- Completion of the CRS Activity 510, plan review crosswalk
- Transmittal of the draft Plan to CalOES
- Plan adoption package
- Production of a standardized power point presentation to be used by the CITY during their adoption processes
- Preparation of final Plan

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by City personnel. Under this phase, CITY will:

- Review and provide comments on draft versions of the plan update

- Adopt the Plan update.

Phase 8 – Project Management

This phase will be dedicated to billing and invoicing and overall project management through completion of all phases of the project. Also, under this task, CONSULTANT will support the Planning Team in tracking the progress of the Plan's development through bi-weekly coordination with CITY project management staff.

Task 8A: Billing and Invoicing: this task will be dedicated to administrative duties such as tracking and preparing invoices.

Task 8B: Progress Reporting: To monitor this project's performance to assure completion of specified deliverables and to maintain the project timeline for completion, the CONSULTANT project manager will complete monthly progress reports to be provided with the monthly invoice. These progress reports will show the percent of the project completed to date.

Key CONSULTANT deliverables: The key deliverables to be completed by the CONSULTANT for this phase include:

- Monthly invoices by the last Friday of every month during the project performance period
- Monthly project status reports that will accompany each invoice

CITY Personnel responsibilities: This scope of services has assumed that some of the key elements of this phase will be performed by City personnel. Under this phase, CITY will:

- Pay each invoice received and approved by the CITY within 45 days of invoice receipt

Schedule

A detailed, task-based schedule is provided in attachment A to this contract scope of work.

Budget

A detailed breakdown of all costs proposed for this scope of work is provided in attachment B to this contract scope of work.

ATTACHMENT A SCHEDULE

ATTACHEMENT B
Budget

FIXED PRICE COST PROPOSAL

**The City of Roseville, CA
Hazard Mitigation Plan-Update
June 23, 2022**

Staff Name	Labor Classification	Labor Rate	Phase 1: Organize Resources		Phase 2: Update the Risk Assessment		Phase 3: Public Engagement		Phase 4: Confirm Mission, Goals, Objectives,		Phase 5: Plan Maintenance Strategy		Phase 6: Assemble the Updated Plan		Phase 7: Plan review and Adoption		Phase 8: Project Management		TOTAL	
			Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Project Total	Price
Rob Flaner	Project Manager	\$185.00	40	\$7,400.00	10	\$1,850.00	24	\$4,440.00	8	\$1,480.00	8	\$1,480.00	24	\$4,440.00	24	\$4,440.00	16	\$2,960.00	154	\$28,490.00
Cynthia Bianco	QA/QC	\$195.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	16	\$3,120.00		\$0.00		\$0.00	16	\$3,120.00
Bart Spencer	Senior Planner/Scientist I	\$155.00	60	\$9,300.00		\$0.00	24	\$3,720.00	24	\$3,720.00	8	\$1,240.00	24	\$3,720.00	16	\$2,480.00		\$0.00	156	\$24,180.00
Carol Baumann	Risk Assessment lead	\$135.00		\$0.00	140	\$18,900.00		\$0.00		\$0.00		\$0.00	8	\$1,080.00		\$0.00		\$0.00	148	\$19,980.00
Danny Hinson	Staff Planner/Scientist I	\$125.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	30	\$3,750.00	30	\$0.00		\$0.00	30	\$3,750.00
Christina Groves	Associate Planner/Scientist III	\$115.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	30	\$3,450.00		\$0.00		\$0.00	30	\$3,450.00
Jenn Lenart	Associate Planner/Scientist II	\$105.00		\$0.00	100	\$10,500.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	100	\$10,500.00
Desmian Alexander	Associate Planner/Scientist I	\$95.00	60	\$5,700.00		\$0.00	16	\$1,520.00	16	\$1,520.00		\$0.00	50	\$4,750.00		\$0.00		\$0.00	142	\$13,490.00
Nate Stueve	Associate Planner/Scientist I	\$95.00	40	\$3,800.00	100	\$9,500.00	60	\$5,700.00	16	\$1,520.00	8	\$760.00	50	\$4,750.00		\$0.00		\$0.00	274	\$26,030.00
Megan Brotherton	Junior Planner/Scientist II	\$85.00	40	\$3,400.00		\$0.00	30	\$2,550.00	16	\$1,360.00		\$0.00	50	\$4,250.00		\$0.00		\$0.00	136	\$11,560.00
Carolyn Hunter	Public Outreach Lead	\$150.00	18	\$2,700.00		\$0.00	40	\$6,000.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	58	\$8,700.00
Phoebe Ly	GIS Analyst I	\$110.00		\$0.00	150	\$16,500.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	150	\$16,500.00
Dan Portman	Technical/Format Editor	\$130.00	8	\$1,040.00		\$0.00		\$0.00		\$0.00		\$0.00	100	\$13,000.00		\$0.00		\$0.00	108	\$14,040.00
Maricaz Cabrera	Financial Manager	\$155.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	10	\$1,550.00	10	\$1,550.00
Project Total by Phase			266	\$33,340.00	500	\$57,250.00	194	\$23,930.00	80	\$9,600.00	24	\$3,480.00	382	\$46,310.00	40	\$6,920.00	26	\$4,510.00	1512	\$185,340.00
Travel and Other Direct Costs																				
Airfare		\$375.00	2	\$750.00		\$0.00	2	\$750.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$1,500.00
Per Diem		\$74.00	4	\$296.00		\$0.00	4	\$296.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$592.00
Lodging		\$165.00	2	\$330.00		\$0.00	2	\$330.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$660.00
Rental car, parking, gas		\$100.00	4	\$400.00		\$0.00	4	\$400.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	8	\$800.00
Plan reproduction (per copy)		\$235.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	12	\$2,820.00		\$0.00		\$0.00	12	\$2,820.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$284.34		\$0.00		\$284.34		\$0.00		\$0.00		\$451.48		\$0.00		\$0.00		\$1,020.16
				\$206.03		\$0.00		\$206.03		\$0.00		\$0.00		\$327.15		\$0.00		\$0.00		\$739.22
Travel and Other Direct Costs Sub-Total				\$2,266.37		\$0.00		\$2,266.37		\$0.00		\$0.00		\$3,598.63		\$0.00		\$0.00		\$8,131.37
BATool SM																				
Year 1 Costs		\$2,500.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$2,500.00		\$0.00		\$0.00		\$0.00	1	\$2,500.00
Year 2-5 Costs		\$1,000.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$4,000.00		\$0.00		\$0.00		\$0.00	4	\$4,000.00
BATool SM Sub-Total			0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	5	\$6,500.00	0	\$0.00	0	\$0.00	0	\$0.00	5	\$6,500.00
Project Total by Phase				\$35,606		\$57,250		\$26,196		\$9,600		\$9,980		\$49,909		\$6,920		\$4,510	Project Total	\$198,971



2022-2023 TETRA TECH RATE SCHEDULE

Labor Category	Hourly Billing Rate
Project Manager	\$ 185.00
QA/QC	\$ 195.00
Principal Planner/Scientist I	\$ 185.00
Senior Planner/Scientist III	\$ 175.00
Senior Planner/Scientist II	\$ 165.00
Senior Planner/Scientist I	\$ 155.00
Staff Planner/Scientist III	\$ 145.00
Staff Planner/Scientist II	\$ 135.00
Staff Planner/Scientist I	\$ 125.00
Associate Planner/Scientist III	\$ 115.00
Associate Planner/Scientist II	\$ 105.00
Associate Planner/Scientist I	\$ 95.00
Junior Planner/Scientist II	\$ 85.00
Junior Planner/Scientist I	\$ 75.00
Risk Assessment Lead	\$ 135.00
GIS Analyst III	\$ 150.00
GIS Analyst II	\$ 130.00
GIS Analyst I	\$ 110.00
Technical/Format Editor	\$ 130.00
Financial Manager	\$ 155.00
Word Processing / Clerical	\$ 75.00

Notes:

Rates are good through 2023 and are subject to annual escalation of 3% thereafter.

Other Direct Costs

Miscellaneous direct costs such as travel, supplies, etc., bill at invoice amount plus

G&A (currently 16.01%) and 10% fee.

Subcontractor costs billed at invoiced amount plus 10% fee

Rate for field equipment quoted upon request.