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**TASK ORDER NO. 3**

On Call Agreement Amount:	\$ 500,000.00
Prev. Approved Task Orders:	\$ 43,731.00
This Task Order:	\$ 125,000.00
On Call Agreement Balance:	\$ 331,269.00
City Council Approval Date:	9/13/2022
DIR Registration Number:	1000007200
Registration Expiration Date:	6/30/2025
City Business License Number:	22-39584

Project Name: LOS ROBLES CANCER TREATMENT CENTER AT 400 E ROLLING OAKS DRIVE

SEE ATTACHED

TIME FOR COMPLETION OF ALL SERVICES UNDER THIS TASK ORDER: Completion by:\* June 30, 2023

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Andrew P. Powers, City Manager  
 City of Thousand Oaks

Rev. 2/11/2020

## **EXHIBIT “A” – SCOPE OF WORK**

### **BACKGROUND**

CEQA documents are needed for a project proposed by the Applicant, Hospital Corporation of America, through the Los Robles Health System, to develop a cancer treatment center to serve the City of Thousand Oaks and surrounding region.

### **PROJECT DESCRIPTION**

The proposed project entails the following:

- 1) Change the Land Use Element category designation from Very Low Density Residential to Commercial and Zoning Designation from RE-1-AC to C-O at a 4.75-acre site located at 400 East Rolling Oaks Drive (Assessor Parcel Numbers [APNs]: 681-0-180-275 and 681-0180-265) and, in order to comply with the Housing Crisis Act, concurrently change the Land Use Element category designation from Institutional to Low Density Residential and Zoning Designation from Institutional to RPD at a 2.145-acre site located at 355 West Janss Road (APN: 522-0-270-135); and
- 2) Demolish the remaining development on the previously developed site; construct a new 58,000 sf, 40-foot-tall, two-story (split level) outpatient medical treatment facility; and associated hardscape, landscape, and grading at 400 East Rolling Oaks.

The proposed project includes the following entitlements:

- Development Permit for the construction of the medical facility, including grading;
- Zone Change to change the zoning designation at 400 East Rolling Oaks Drive R-E-1AC to C-O, and the designation at 355 W Janss Road from P-L (Public, Quasi-public and Institutional Lands and Facilities) to RPD-4.5U (Residential Planned Development, maximum 4.5 dwelling units to the acre);
- Parcel Map Waiver to merge APNs 681-0-180-275 and 681-0180-265 into one lot; and
- Protected Tree Permit to remove landmark and oak trees and encroach into the protected zones of landmark and oak trees.

### **SCOPE OF SERVICES**

For the project detailed above, Contractor to provide determination of appropriate CEQA document based on the findings of the Initial Study (Task 1).

#### **Task 1 – Kick-off Meeting - \$940**

Contractor will organize and conduct a Kick-off meeting to share work plan, deliverables, and associated timelines.

**Task 2 - Assessment of Project Description and Preparation of Technical Reports - \$62,990**

Contactor will audit and coordinate on the Project Description; review background information, including the project applications, site plans and all relevant materials in coordination with City staff; peer review technical reports, and any other relevant documents and studies that have been prepared; and prepare and prepare the following technical reports:

- Air Quality Impact Analysis with Construction and Operational Health Risk Assessments
- Energy Use Analysis
- Geology and Soils Assessment
- Greenhouse Gas Impact Analysis
- Hazards and Hazardous Materials Review
- Noise and Vibration Assessment

The contents and objective of each report is described below, under Task 6. To the maximum extent feasible, existing technical studies will be used and impacts will be quantified and compared to quantitative significance thresholds. Technical studies provided to the City by the project applicant include a Biological Resources Assessment, Protected Tree Report, Geotechnical Evaluation, and Preliminary Drainage Report.

**Task 3 – Notice of Preparation - \$1,160**

Contractor will prepare a Notice of Preparation (NOP) that is consistent with the procedural and substantive provisions of CEQA Guidelines Section 15082 to initiate the environmental review process and to solicit comments from agencies, organizations, and interested individuals. Contactor will prepare an Initial Study utilizing the City's preferred format, which is the CEQA Guidelines Appendix G checklist or NOP only, in the event the Initial Study is waived by request of the City. The Initial Study or NOP only will be provided by Contractor to the City for review in PDF and/or Word format.

In the preparation of an EIR, the environmental documents only need to address potentially significant impacts. Therefore, an Initial Study (IS) may be used as part of the notice of preparation (NOP) process to narrow down the scope of the EIR to focus on pertinent issues of concern.

**Task 4 – Transmittal of Notice of Preparation – \$1,840**

Contractor will address any revisions to the NOP requested by City staff, reproduce and distribute the documents for public review to organizations and individuals on a mailing list provided by the City, and prepare appropriate transmittal letters. Contractor will also prepare the notice of completion for State Clearinghouse involvement.

**Task 5 - Scoping Meeting - \$2,480**

Contractor will participate with City staff in a scoping meeting held for the proposed project. Contractor will prepare a PowerPoint presentation for review by City staff and present and/or participate in an advisory capacity during the scoping meeting and respond to questions. The Scoping Meeting will be a virtual meeting

#### **Task 6 – Administrative Draft EIR – \$9,780**

Contractor will prepare an internal review (Administrative) Draft EIR and will submit an electronic copy of the Administrative Draft EIR for City review in PDF and/or Word format. The Final EIR (if so determined) will be submitted both electronically and in hard copy (three (3) sets of the EIR and technical reports) for review by the public at City counter. An electronic copy of any document referenced in the appropriate environmental document shall also be provided.

Contractor will prepare the Public Review Draft EIR following a final round of comments on the public review draft version described in **Task 7**. The City will be responsible for preparing and mailing all notices, including a newspaper notice, and publishing the NOI in a local newspaper with the Contractor provided electronic (PDF) copy of the Public Review Draft EIR for posting on the City's website.

The EIR will address each issue on the CEQA checklist as listed below:

- **Aesthetics, Light, and Glare.** Long-term visual impacts (i.e., visual character and views from adjacent areas) resulting from the project will be reviewed based on a visual survey of the site and surrounding district. The analysis will also consider light and glare impacts from streetlights, vehicle headlights, and building lights. The project applicant will provide elevations, simulations, and other visual tools to illustrate the project.
- **Agriculture and Forestry Resources.** The Initial Study will confirm there would be no effect on farmland or forestland and the project would not convert such lands to another use.
- **Air Quality.** Project generated operational, traffic, and construction emissions will be quantified using the California Emissions Estimator Model (CalEEMod) and compared to Ventura County Air Pollution Control District (APCD) thresholds of significance. Project consistency with the regional air quality management plan, impacts to sensitive receptors, and odors will also be evaluated. The air quality analysis will also evaluate the potential health risk to nearby sensitive receptors (including single family residences) associated with project construction and operation through a health risk assessment using a dispersion model included, as part of **Task 2**.
- **Biological Resources.** Contractor understands the applicant is to submit a Biological Resources Assessment with Jurisdictional Delineation which will be peer reviewed by the contractor, as well as a Protected Tree Report to the City, which will be peer reviewed by an International Society of Arboriculture Certified Arborist (arborist) consultant under separate contract with the City. The impact analysis, included under **Task 2**, will provide a discussion of the existing conditions, regulatory environment,

thresholds of significance that were used for the evaluation, the impact analysis (both project and cumulative), any recommended mitigation measures, and the level of significance after mitigation.

- **Cultural Resources.** Contractor will request a California Historical Resources Information System records search of the project sites as well as a 0.5-mile radius around the project site from the South-Central Coastal Information Center (SCCIC) located at California State University, Fullerton. The primary purpose of the records search is to identify any previously recorded cultural resources known to exist within or near the project site. In addition to the archaeological inventory records and reports, an examination will be made of historic maps, the National Register of Historic Places, California Register of Historical Resources, the California Historical Resources Inventory, and the listing of California Historical Landmarks. The records search will also reveal the nature and extent of any cultural resources work previously conducted within the project site and adjacent vicinity. The City assumes SCCIC will conduct this records search with a maximum direct expense of \$800. Due to the COVID-19 pandemic, the SCCIC has suspended in-house records search appointments and may be experiencing delays and turnaround times may be affected. In addition to the SCCIC records search, Contractor will request an EDR package which includes historical aerial photographs, city directories and Sanborn Fire Insurance maps of the project footprint; this will be conducted with a maximum direct expense of \$350. The results of this analysis will be included directly in the environmental document, no separate report will be provided.
- **Paleontological Resources Assessment.** Contractor will conduct a paleontological resources analysis to identify the geologic units, which may be impacted by project development, determine the paleontological sensitivity of geologic unit(s) within the project site, assess potential for impacts to paleontological resources from development of the proposed project, and recommend mitigation measures to avoid or mitigate impacts to scientifically significant paleontological resources. The paleontological resource study will consist of a fossil locality record search, review of existing geologic maps, and a review of primary literature regarding fossiliferous geologic units within the project vicinity and region. The direct expenses for the locality search will not exceed \$500 and no field survey will be required. The results of this analysis will be included directly in the environmental document, no separate report will be provided.
- **Energy.** This analysis, included under **Task 2**, will quantify energy use based on CalEEMod results and standard demand factors. Energy use will be compared to local or state energy use inventories to determine whether the project would use energy in a wasteful manner.
- **Geology and Soils.** Based on readily available sources (such as the City's Safety Element and any site-specific geotechnical analysis prepare for the project), this analysis included, as part of **Task 2**, will identify existing regional and site-specific geology and soils constraints (such as liquefaction, compressible soils, and subsidence). As necessary, the analysis will identify erosion control criteria and

grading requirements to achieve consistency with the City's geologic and grading standards and policies. This section will also include a summary of the findings from the paleontological resources assessment to be prepared under **Task 3**, Cultural Resources Analysis.

- **Greenhouse Gas Emissions.** The GHG analysis will quantitatively assess project GHG emissions using CalEEMod. The impact analysis, included under **Task 2**, will reflect Appendix G of the State CEQA Guidelines using a simple emission-based threshold. The discussion will also include a qualitative discussion of the project's potential to conflict with applicable plans and measures.
- **Health Risk Assessment**  
As part of the Air Quality Analysis conducted under **Task 2**, a health risk assessment (HRA) will be prepared to analyze the potential health risks associated with exposure of nearby sensitive receptors to diesel particulate matter, a toxic air contaminant, from heavy duty truck trips for any off-site sources not screened out by the preliminary air quality analysis detailed previously. Readily available data, such as Caltrans truck traffic data for highways may be used in the analysis. The dispersion of toxic air contaminants to the project site will be determined using Hotspots Analysis and Reporting Program Version 2 (HARP 2) software developed by the California Air Resources Board and the most recent version of the United States Environmental Protection Agency's air dispersion model, the AMS/EPA Regulatory Model (AERMOD). Chronic and carcinogenic health risk calculations will be based on the Office of Environmental Health Hazard Assessment's 2015 Risk Assessment Guidelines. If health risk exceeds APCD threshold levels, Rincon will recommend feasible mitigation measures. The methodology and results of the HRA will be summarized in the air quality section of the EIR.
- **Hazards and Hazardous Materials.** Hazard conditions will be examined under **Task 2**, based upon readily available data from agency databases, field observations, and any available technical studies (such as an applicant-prepared Phase I Environmental Site Assessment). If potentially significant impacts are identified, a mitigation program will be developed, and any needed soil contamination studies have been conducted.
- **Hydrology and Water Quality.** Existing hydrology/drainage data for the project area will be reviewed to identify any existing localized flooding or drainage problems. The review will consider changes in absorption rates, drainage patterns, storm drain improvements, and downstream effects. The potential for the project to violate water quality standards or waste discharge requirements will also be analyzed. National Pollutant Discharge Elimination System and associated local requirements will be referenced and incorporated as appropriate.
- **Land Use and Planning.** This discussion will analyze the relationship of the proposed project and associated entitlements to applicable planning policies and ordinances, including the City's General Plan and Municipal Code. The project's potential to divide an established community will also be analyzed, as well as potential compatibility conflicts with adjacent uses.

- Mineral Resources. This discussion will note there would be no effect upon mineral resources.
- Noise. Potential noise and vibration impacts associated with project construction and operation will be analyzed. Four short-term noise measurements will be conducted to characterize ambient noise conditions. Manual traffic counts of vehicles along the adjacent street segment will also be completed during the sound level measurements to calibrate the traffic noise model for use in characterizing the ambient community noise equivalent level. A 24-hour SPL measurement may be conducted at one of these four locations, or at another additional location, as needed based on the consultant's discretion. Temporary construction noise and vibration will be estimated based on standard noise and vibration emission rates for construction equipment and the distance to sensitive receivers (e.g., residences and historic structures). Long-term noise due to on-site operations and traffic increases will be evaluated based on the ambient noise measurements and data from the transportation study. Impacts will be identified based on applicable City noise criteria and vibration criteria recommended by the Federal Highway Administration's Traffic Noise Model (TNM) version 2.5. A technical appendix will be prepared with the noise measurement data logs and modeling input and results for construction, operational, and traffic noise, as part of **Task 2**.
- Population/Housing. The analysis will compare population and housing growth associated with the project to local and regional growth forecasts and will document the fact the project would not result in residential displacement.
- Public Services. The project's effects related to the provision of services, including fire, law enforcement, educational, and recreational services, will be evaluated. Data sources will include readily available documents, such as the City's General Plan, and contact with affected agencies. The analysis will focus on the project's potential to create the need for new or expanded facilities, the construction of which may have significant environmental effects.
- Recreation. The analysis will address direct impacts to local recreation facilities and indirect impacts associated with the deterioration of parks due to increased demand for recreational facilities. The focus will be potential environmental impacts related to the construction of new facilities and the possible physical deterioration of existing facilities.
- Transportation/Traffic. The transportation/traffic analysis will consider impacts to the local and regional circulation system, alternative transportation modes, and traffic hazards. The analysis will also include a discussion of the project's impact related to VMT and will rely on the VMT analysis to be prepared by the City's Public Works Department.
- Tribal Cultural Resources. The Contractor will prepare letters and conduct Native American outreach in accordance with AB 52 and SB 18. Based on responses, the City will follow-up with consultation or other communication as needed. This section

will summarize the City's AB 52 and SB 18 consultation efforts and the results of the cultural resources records search conducted for the project's Cultural Resources Analysis.

- Utilities and Service Systems. Impacts to existing infrastructure, including water, wastewater, solid waste, and electricity/natural gas facilities will be evaluated. Water and energy demand and wastewater and solid waste generation will be quantified using standard rates for proposed uses and compared to current and future system capacity.
- Wildfire. This analysis will consider potential impacts related to wildfire. State wildfire maps will be reviewed and referenced as appropriate.
- Mandatory Findings of Significance. This section will address cumulative effects, impacts to biological or cultural resources, and impacts to human beings.

**Task 7 – Preparation of the Public Review Draft - \$8,130**

Contractor will work with County staff to secure a mailing list and prepare the Notice of Availability (NOA), appropriate transmittal letters, and the Notice of Completion (for State Clearinghouse involvement) as well as post the NOA with the County Clerk. Contractor will distribute the documents to the approved mailing list in both hardcopy and CD format, as directed by City staff, and provide electronic versions suitable for posting to the City's website.

**Task 8 – Preparation of the Administrative Final EIR and MMRP and Final EIR and MMRP - \$9,910**

Contractor will prepare Responses to Comments (RTCs). All comments and Responses to Comments (RTCs) will be summarized in a table and prepare the administrative draft EIR.

If mitigation measures are included in the EIR, Contractor will also prepare a Mitigation Monitoring and Reporting Program (MMRP), which will be a table listing all mitigation measures and indicating what monitoring actions are required, the department(s) responsible for monitoring, and when monitoring is to occur.

Following the review of the Administrative Draft Final EIR by City staff, Contractor will incorporate any revisions and address comments as requested by the City. We will submit a Screencheck version of the Final EIR for final review, addressing any final revisions or comments.

Contractor will compile the Administrative Record for the City as the project progresses so that files may be turned over immediately upon project conclusion.

Contractor will also provide draft and final version of the findings of fact and statement of overriding considerations (if necessary).



### **Task 9 – Project Management & Public Hearings - \$18,800**

This includes project management duties, coordination, meetings, and conference calls, including internal Dudek meetings, City coordination meetings and public hearings. The cost estimate assumes a seven-month timetable. Contractor will attend two public hearing on the project and, if needed, will make a presentation summarizing the environmental review process and EIR conclusions.

### **Optional Tasks**

Should Optional Tasks and or additional services be needed, Contractor will contact the City and a determination made for the appropriate course of action.

### **TASK BASED COST SUMMARY**

<u>Task</u>	<u>Description</u>	<u>Cost</u>
1	Kick-off Meeting	\$940
2	Assessment of Project Description and Preparation of Technical Reports	\$62,990
3	Notice of Preparation	\$1,160
4	Transmittal of Notice of Preparation	\$1,840
5	Scoping Meeting	\$2,480
6	Administrative Draft EIR	\$9,780
7	Preparation of Public Review Draft EIR	\$8,130
8	Preparation of Final EIR and MMRP	\$9,910
9	Project Management & Public Hearings	\$18,800
	Contingency (Requested by Staff)	\$21,240
TOTAL		\$125,000