

SCOPE OF WORK CATEGORY 1

I. CEQA/NEPA DOCUMENTS

All Initial Study (IS), Negative Declarations (ND), Mitigated Negative Declarations (MND), and Environmental Impact Reports (EIR) must be prepared in accordance with State and City California Environmental Quality Act (CEQA) Guidelines and CEQA-related legislation, including Public Resource Code 21081.6 EIR Mitigation Monitoring. In the case where National Environmental Quality Act (NEPA) compliance is also required, all Environmental Impact Statements (EIS) shall be prepared in accordance with Federal NEPA Guidelines and NEPA-related legislation. If NEPA compliance is required, NEPA documents will normally be prepared as joint CEQA/NEPA documents and involve oversight by the Federal Lead Agency.

The environmental analyses shall focus on the project, as delineated in the project description, preliminary engineering designs, and other information provided by the LAHD or gathered during the preparation of the CEQA/NEPA document. Special studies may be necessary to adequately assess project impacts. Special expertise will be required in assessing impacts, as well as in identifying and assessing a range of feasible project alternatives. Consultant will be expected to identify concerns and recommend analyses for inclusion in all CEQA/NEPA documents.

The steps required by the Harbor Department for the preparation of CEQA/NEPA documents are as follows:

A. NEGATIVE DECLARATIONS AND MITIGATED NEGATIVE DECLARATIONS

1. Kick-Off Meeting

The LAHD will discuss with the Consultant the practices and requirements to be followed in the preparation of a given ND/MND.

2. Project Schedule

The Consultant shall commit to a schedule for the preparation of the IS/ND or IS/MND. The schedule shall be no longer than one year from the initial kickoff meeting to Board consideration of the ND/MND and preparation of the final administrative record unless otherwise specifically requested by the Harbor Department.

3. Preparation of Initial Study (IS)

The Consultant shall prepare and submit to the LAHD's Project Manager an administrative draft IS/ND or IS/MND for LAHD's review. The IS/ND or IS/MND may require the following technical analyses:

- a. Aesthetics Analysis: An expert in the field of Aesthetics is required to perform this analysis and the Aesthetic analysis shall use a combination of Federal Highway Administration (FHWA) and Bureau of Land Management (BLM) methodologies. The analysis shall include complex visual simulations.
- b. Air Quality Analysis: The Air Quality analysis shall be based on the newest approved U.S. Environmental Protection Agency (USEPA), California Air Resource Board (CARB), and Southern California Air Quality Management District (SCAQMD) guidance and shall be performed by a team of experts in the following sub-specialties:
 - 1. Criteria Pollutant Modeling, including dispersion modeling and hotspot analysis,
 - 2. Health Risk Assessments based on the most up to date guidance from USEPA and CARB and include a PM Morbidity/Mortality analysis, and
 - 3. General Conformity.

The consultant must be perform all modeling, offer expert advice in terms of establishing new methodologies, interpret study results, and prepare guidance on new and existing rules and regulations.

- c. Greenhouse Gas (GHG) Analysis: The GHG analysis must model GHG emissions based on the California Climate Action Registry (CCAR) General Reporting Protocol.
- d. Biological Analysis: The Biological analysis must assess impacts from both construction and operation to terrestrial and marine species and will necessitate a full understanding of National Marine Fisheries Service (NMFS), US Fish and Wildlife Service (USFWS), and CA Fish and Game (CDFG) rules and regulations. The consultant must perform all studies required for the analysis to assess biological function, offer expert advice in terms of establishing new methodologies, interpret study results, and prepare guidance on new and existing rules and regulations.
- e. Cultural Resource Analysis: The cultural resource analysis will assess ethnographic, paleontological, archaeological and historical resources. The analysis of historic architectural

resources requires expert knowledge of the CA Register of Historic Places and the National Register of Historic Places.

- f. Ground Transportation: The Ground Transportation analysis shall include complex traffic modeling using the Port Travel Demand Model and report traffic impacts in both Level of Service (LOS) and Vehicle Delay (V/C or Delay). The consultant must perform all modeling, offer expert advice in terms of establishing new methodologies, interpreting study results, and preparing guidance on new and existing rules and regulations.
- g. Hazards and Hazardous Materials: The Hazards and Hazardous Materials Analysis must assess any environmental impacts from hazardous materials, and will require expert level analysis in the following areas: consistency with the Port's Risk Management Plan, terrorism, and sea level rise whether as a result of long term climate change or short term seismic activity. The analysis shall include a complex risk matrix.
- h. Noise: The Noise analysis must include direct data collection and noise projection modeling, including use of the Federal Highway Administration (FHWA) Traffic Noise Model.

4. Transmittal of the IS/ND or IS/MND

The Consultant shall publish, both on CD's and as hard copies, and distribute the IS/ND or IS/MND to organizations and individuals on a mailing list provided by the LAHD, with cover letters.

5. Responses to Public Comments and Finalize the IS/ND or IS/MND

The Consultant shall collect all comments received during the comment period.

6. Public Meetings/Hearings

The LAHD may request the Consultant to attend/participate in public meetings/hearings during the IS/ND or IS/MND.

7. Submittal of an Administrative Draft and Final Mitigation Monitoring and Reporting Program

If necessary, the Consultant shall prepare a Mitigation Monitoring and Reporting Program (MMRP) for the project in electronic format.

B. EIRs AND EIR/EISs

1. Kick-Off Meeting

The LAHD will discuss with the Consultant the practices and requirements to be followed in the preparation of a given EIR and EIR/EIS.

2. Project Schedule

The Consultant shall commit to a schedule for the preparation of the EIR or EIR/EIS. The schedule shall be no longer than eighteen months from the initial kickoff meeting to Board consideration of the Final EIR and preparation of the final administrative record unless otherwise specifically requested by the Harbor Department.

3. Preparation of Initial Study (IS), Notice of Preparation (NOP), or NOP/Notice of Intent (NOI)

The Consultant shall prepare and submit to the LAHD's Project Manager an administrative draft IS/NOP or IS/NOP/NOI for the LAHD's review.

4. Transmittal of the NOP or NOP/NOI

The Consultant shall publish, both on CDs and as hard copies, and distribute the NOP or NOP/NOI to organizations and individuals on a mailing list provided by the LAHD, with cover letters.

5. Information Requests

The Consultant shall provide the LAHD with information requests.

6. Preliminary EIR Sections

The Consultant shall draft the Draft EIR or Draft EIR/EIS sections under the direction of the LAHD's Project Manager.

The Draft EIR or Draft EIR/EIS shall include, among others, the following special studies where applicable:

- a. Aesthetics Analysis: An expert in the field of Aesthetics is required to perform this analysis and the Aesthetic analysis shall use a combination of Federal Highway Administration (FHWA) and Bureau of Land Management (BLM) methodologies. The analysis shall include complex visual simulations.

- b. Air Quality Analysis: The Air Quality analysis shall be based on the newest approved USEPA/CARB/SCAQMD guidance and shall be performed by a team of experts in the following sub-specialties:
 - i. Criteria Pollutant Modeling, including dispersion modeling and hotspot analysis;
 - ii. Health Risk Assessments based on the most up to date guidance from USEPA and CARB and include a PM Morbidity/Mortality analysis, and
 - iii. General Conformity.

The consultant must perform all modeling, offer expert advice in terms of establishing new methodologies, interpret study results, and prepare guidance on new and existing rules and regulations.

- c. Greenhouse Gas (GHG) Analysis: The GHG analysis must model GHG emissions based on the California Climate Action Registry (CCAR) General Reporting Protocol.
- d. Biological Analysis: The Biological analysis must assess impacts from both construction and operation to terrestrial and marine species and will necessitate a full understanding of National Marine Fisheries Service (NMFS), US Fish and Wildlife Service (USFWS), and CA Fish and Game (CDFG) rules and regulations. The consultant must perform all studies required for the analysis to assess biological function, offer expert advice in terms of establishing new methodologies, interpret study results, and prepare guidance on new and existing rules and regulations.
- e. Cultural Resource Analysis: The cultural resource analysis will assess ethnographic, paleontological, archaeological and historical resources. The analysis of historic architectural resources requires expert knowledge of the CA Register of Historic Places and the National Register of Historic Places.
- f. Ground Transportation: The Ground Transportation analysis shall include complex traffic modeling using the Port Travel Demand Model and report traffic impacts in both Level of Service (LOS) and Vehicle Delay (V/C or Delay). The consultant must perform all modeling, offer expert advice in terms of establishing new methodologies, interpret study results, and prepare guidance on new and existing rules and regulations.

- g. Hazards and Hazardous Materials: The Hazards and Hazardous Materials Analysis must assess any environmental impacts from hazardous materials, and will require expert level analysis in the following areas: consistency with the Port's Risk Management Plan, terrorism, and sea level rise whether as a result of long term climate change or short term seismic activity. The analysis shall include a complex risk matrix.
- h. Noise: The Noise analysis must include direct data collection and noise projection modeling, including use of the FHWA Traffic Noise Model.
- i. Environmental Justice Analysis: The Environmental Justice Analysis must be based on guidance from the Council on Environmental Quality Guidance for Environmental Justice under NEPA.

7. Submittal of an Administrative Draft EIR or Administrative Draft EIR/EIS

The Consultant shall deliver copies of the Administrative Draft EIR for internal LAHD or LAHD and Corps review.

8. Finalize Public Draft EIR or EIR/EIS

The Consultant shall incorporate the LAHD's comments from the Administrative Draft EIR or EIR/EIS into the Screencheck Draft EIR or Screencheck Draft EIR/EIS.

9. Transmittal of the Public Draft EIR

The Consultant shall distribute at the direction of the LAHD the Public Draft EIR or Public Draft EIR/EIS and Notice of Availability to organizations and individuals on a mailing list provided by LAHD.

10. Drafting and Submittal of an Administrative Final EIR

The Consultant shall incorporate Public Comments and Response to Comments, with any corrections to the Public Draft EIR or Public Draft EIR/EIS into an Administrative Final EIR or Administrative Final EIR/EIS and deliver copies for internal LAHD review.

11. Finalize Final EIR

The Consultant shall incorporate the LAHD's comments from the Administrative Final EIR or Administrative Final EIR/EIS into the Screencheck Final EIR or Screencheck Final EIR/EIS.

The Consultant shall prepare, as necessary, all documents to support the certification of the Final EIR by the Board of Harbor Commissioners and the Record of Decision by the USACE.

II. SPECIAL ENVIRONMENTAL STUDIES

Special Environmental Studies in support of LAHD projects in the following areas as needed:

- Cultural Resources (historical resources, archaeology and paleontology)
- Air Quality, Toxic Air Contaminants, and Greenhouse Gases
- NEPA Documentation and Peer-Review

Special Environmental Studies include, but are not limited to the following: data-gathering and reporting on general project issues such as researching new regulations and guidelines; performing peer-reviews of technical documents; developing general protocols; preparing technical overviews and primers; and providing support to the US Army Corps of Engineers on LAHD projects.

The steps required by the Harbor Department for the preparation of Special Environmental Studies are as follows:

A. Kick-Off Meeting

The LAHD will discuss with the Consultant the practices and requirements to be followed in the preparation of a given special services study/task.

B. Project Schedule

The Consultant will commit to a schedule for the preparation of special service study/task.

C. Special Study Report/Tasks

The Consultant shall provide electronic copies of the draft and final report/task for review by the LAHD's Project Manager, as well as hard copies when requested.

1. The Cultural Resource Studies: Cultural Resource Studies maybe needed to assess ethnographic, paleontological, archaeological and historical resources. The studies will require analysis of historic architectural resources and expert knowledge of the CA Register of Historic Places and the National Register of Historic Places.

2. Air Quality Analysis: The Air Quality analysis shall be based on the newest approved USEPA/CARB/SCAQMD guidance and shall be performed by a team of experts in the following sub-specialties:
 - a. Criteria Pollutant Modeling, including dispersion modeling and hotspot analysis;
 - b. Health Risk Assessments based on the most up to date guidance from USEPA and CARB and include a PM Morbidity/Mortality analysis; and
 - c. General Conformity.

The consultant must perform all modeling, offer expert advice in terms of establishing new methodologies, interpret study results, and prepare guidance on new and existing rules and regulations.

3. NEPA Documentation and Peer-Review: Work under this special study shall include preparation and review of NEPA documents, including special public notices, categorical exclusions, findings of no significance, and EISs.

E. Submittal Requirements

Consultant will prepare and submit copies of the deliverable(s) to LAHD's Project Manager for review.

F. Meetings

The LAHD may request the Consultant to attend/participate in meetings/hearings during the special study project schedule.

III. GENERAL PERFORMANCE REQUIREMENTS

- A. Consultant, as directed, shall attend in person or telephonically all meetings (including but not limited to Project Management Meetings), conferences and hearings (including but not limited to Public Hearings), and provide drawings and exhibits necessary to complete the Work.
- B. Consultant shall prepare and deliver to the Director of EMD, as directed, for review and comment minutes of all meetings attended by Consultant, whether or not LAHD is represented, where Consultant in its judgment believes the subject of any such meeting is material to the assigned Projects. The minutes shall also be retained by the Consultant in the Project's Administrative File.

- C. Consultant shall promptly consider any comments of the Director EMD upon the receipt thereof, and, in the event it disagrees with such comments, promptly notify the Director of EMD of such disagreement. It will be assumed that failure to so respond and/or incorporation of Director EMD comments into the Work signifies agreement with such comments.
- D. Any information provided by LAHD, whether in the form of drawings, documents, and/or written or verbal comments, excluding survey data, shall be reviewed by Consultant. Consultant shall promptly provide written notice to the Director of EMD if it believes that any information provided by the LAHD is inaccurate, incomplete or inapplicable.
- E. Director of EMD shall assist Consultant in coordinating with the tenant or owner any property required for access to the Project area and for minimizing disruption of tenant or owner operations.
- F. Consultant's staff who are classified by the law as professionals and who perform services within that professional discipline shall exercise that degree of diligence, skill, judgment and care which is consistent with the standard of care for that profession.

Consultants who are not classified by the law as professional or professional consultants who perform services outside the scope of professional services shall exercise that degree of care required of ordinary persons. Consultant shall be responsible for all services performed by Consultant and SubConsultants under this Agreement and shall assure all services are competently performed. Consultant shall correct or remedy any errors, omissions or deficiencies that occur in performance of the services under this Agreement at its expense. Revising Consultant-prepared documents during the Project to incorporate comments by the Director of EMD, public or agencies having jurisdiction in matters of the particular task assignment is not considered to be a remedy of errors, omissions or deficiencies, but is an integral part of document preparation.

SCOPE OF WORK CATEGORY 2

I. SPECIAL ENVIRONMENTAL STUDIES

Special Environmental Studies in support of LAHD projects in the following areas as needed:

- Cultural Resources (historical resources, archaeology and paleontology)
- Air Quality, Toxic Air Contaminants, and Greenhouse Gases
- NEPA Documentation and Peer-Review

Special Environmental Studies include, but are not limited to the following: data-gathering and reporting on general project issues such as researching new regulations and guidelines; performing peer-reviews of technical documents; developing general protocols; preparing technical overviews and primers; and providing support to the US Army Corps of Engineers on LAHD projects.

The steps required by the Harbor Department for the preparation of Special Environmental Studies are as follows:

A. Kick-Off Meeting

The LAHD will discuss with the Consultant the practices and requirements to be followed in the preparation of a given special services study/task.

B. Project Schedule

The Consultant will commit to a schedule for the preparation of special service study/task.

C. Special Study Report/Tasks

The Consultant shall provide electronic copies of the draft and final report/task for review by the LAHD's Project Manager, as well as hard copies when requested.

1. The Cultural Resource Studies: Cultural Resource Studies maybe needed to assess ethnographic, paleontological, archaeological and historical resources. The studies will require analysis of historic architectural resources and expert knowledge of the CA Register of Historic Places and the National Register of Historic Places.
2. Air Quality Analysis: The Air Quality analysis shall be based on the newest approved USEPA/CARB/SCAQMD guidance and shall be performed by a team of experts in the following sub-specialties:

- a. Criteria Pollutant Modeling, including dispersion modeling and hotspot analysis;
- b. Health Risk Assessments based on the most up to date guidance from USEPA and CARB and include a PM Morbidity/Mortality analysis; and
- c. General Conformity.

The consultant must perform all modeling, offer expert advice in terms of establishing new methodologies, interpret study results, and prepare guidance on new and existing rules and regulations.

3. NEPA Documentation and Peer-Review: Work under this special study shall include preparation and review of NEPA documents, including special public notices, categorical exclusions, findings of no significance, and EISs.

D. Submittal Requirements

Consultant will prepare and submit copies of the deliverable(s) to LAHD's Project Manager for review.

E. Meetings

The LAHD may request the Consultant to attend/participate in meetings/hearings during the special study project schedule.

II. GENERAL PERFORMANCE REQUIREMENTS

- A. Consultant, as directed, shall attend in person or telephonically all meetings (including but not limited to Project Management Meetings), conferences and hearings (including but not limited to Public Hearings), and provide drawings and exhibits necessary to complete the Work.
- B. Consultant shall prepare and deliver to the Director of EMD, as directed, for review and comment minutes of all meetings attended by Consultant, whether or not LAHD is represented, where Consultant in its judgment believes the subject of any such meeting is material to the assigned Projects. The minutes shall also be retained by the Consultant in the Project's Administrative File.
- C. Consultant shall promptly consider any comments of the Director EMD upon the receipt thereof, and, in the event it disagrees with such comments, promptly notify the Director of EMD of such disagreement. It will be assumed that failure

to so respond and/or incorporation of Director EMD comments into the Work signifies agreement with such comments.

- D. Any information provided by LAHD, whether in the form of drawings, documents, and/or written or verbal comments, excluding survey data, shall be reviewed by Consultant. Consultant shall promptly provide written notice to the Director of EMD if it believes that any information provided by the LAHD is inaccurate, incomplete or inapplicable.
- E. Director of EMD shall assist Consultant in coordinating with the tenant or owner any property required for access to the Project area and for minimizing disruption of tenant or owner operations.
- F. Consultant's staff who are classified by the law as professionals and who perform services within that professional discipline shall exercise that degree of diligence, skill, judgment and care which is consistent with the standard of care for that profession.

Consultants who are not classified by the law as professional or professional consultants who perform services outside the scope of professional services shall exercise that degree of care required of ordinary persons. Consultant shall be responsible for all services performed by Consultant and Sub-Consultants under this Agreement and shall assure all services are competently performed. Consultant shall correct or remedy any errors, omissions or deficiencies that occur in performance of the services under this Agreement at its expense. Revising Consultant-prepared documents during the Project to incorporate comments by the Director of EMD, public or agencies having jurisdiction in matters of the particular task assignment is not considered to be a remedy of errors, omissions or deficiencies, but is an integral part of document preparation.