

**RESOLUTION NO 2474**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT  
WITH WOODCOCK PLANNING AND ENVIRONMENTAL SERVICES  
FOR ENVIRONMENTAL WORK RELATED TO CONDITIONAL  
USE PERMIT 95-14 (SOLEDAD LOCAL  
DEVELOPMENT CORPORATION - MONTEREY  
STREET HOUSING PROJECT), TO  
BE FUNDED FROM COMMUNITY  
DEVELOPMENT BLOCK  
GRANT FUNDS**

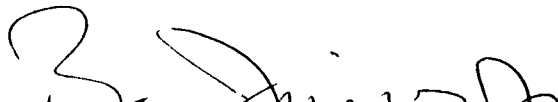
**BE IT RESOLVED** by the City Council of the City of Soledad that the City Manager/City Clerk be hereby, authorized and directed for and in behalf of the City of Soledad to execute a contract with Woodcock Planning and Environmental Services, in the form of the document hereunto attached, marked "Exhibit A", and by reference made a part hereof.

**PASSED AND ADOPTED** by the City Council of the City of Soledad at a regular meeting duly held on the 6th day of December, 1995, by the following vote.

AYES, and in favor thereof, Councilmembers: Fred Ledesma, Richard Ortiz, Mayor Pro Tem Fabian Barrera, Mayor Ben Jimenez, Jr.

NAYES, Councilmembers: None

ABSENT, Councilmembers: John Holguin



OCT-09-1995 10 39 FROM CITY OF FRESNO-DEV DEPT TO \*914086783965 P 02

**WOODCOCK PLANNING AND ENVIRONMENTAL SERVICES  
 Scope of Work to Prepare CEQA/NEPA Clearance  
 Soledad Local Development Corporation  
 Monterey Street Project**

Task	Description	Schedule	Hours and Expenses
Initial Study - Environmental Assessment	1 Meet with City and SLDC staff to finalize project description. Prepare Initial Study per CEQA Guidelines and Housing and Community Development Environmental Guidelines for NEPA review. Conduct agency consultations as necessary. Obtain appropriate 'sign-offs' by agencies as required by HCD.	Completion of Tasks 1, 2, and 3 would at end of Week No 3 after authorization to proceed (assumes two week turn-a-round time by outside agencies)	Labor 50 hrs Expenses. \$75 phone, FAX, mail, copies
	2. Submit draft to City for review and comment. Meet with City to discuss.		
	3 Revise as appropriate.		
Proposed Negative Declaration - Finding of No Significant Impact	1 Prepare and submit draft of Proposed Negative Declaration and Finding of No Significant Impact. Revise as necessary after City review. This document will incorporate the Initial Study and Environmental Assessment.	This document will follow the same time line as the IS/EA	Labor 5 hrs. Expenses. \$150 copies, phone FAX
	2 Distribute Proposed Negative Declaration to responsible agencies (assumed to be about 20 agencies and individuals)		(City assumed to be responsible for cost of newspaper publication)
	3 Post Notice with County Clerk and AMBAG to start comment period.	(starts minimum of 21 day comment period - Weeks 4-6)	
	4 Prepare and submit public notice on Proposed Negative Declaration for publication in Soledad Bee.		
Final Negative Declaration - Finding of No Significant Impact	1 Respond to comments received and prepare draft of Final documents. Review with City. Revise as appropriate.	End of Week No 7	Labor 8 hours Expenses \$60 (assumes 30 copies)
	2 Print Final Negative Declaration and Distribute as necessary		

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NOW, THEREFORE BE IT FURTHER RESOLVED, that the City Council of the City of Soledad authorizes the release of bid documents for curb, gutter and sidewalks, as shown on "Exhibit A" and by reference made a part hereof.

PASSED AND ADOPTED by the City Council of the City of Soledad at regular meeting duly held on the 6th day of December, 1995, by the following vote.

AYES, and in favor thereof, Councilmembers. Fred Ledesma, Richard Ortiz, Mayor Pro Tem Fabian Barrera, Mayor Ben Jimenez, Jr.

NAYES, Councilmembers. None

ABSENT, Councilmembers. John Holguin

*Ben Jimenez Jr.*  
MAYOR OF THE CITY OF SOLEDAD

ATTEST.

*Bue*  
CITY CLERK OF THE CITY OF SOLEDAD

\*\* The balance of these contract documents are  
available in the office of the Planning Director

Bids to be opened at 2:00 P.M.  
On Monday, December 18 1995  
At the City Hall  
Soledad, California

Engineer's Estimate  
of Probable Cost:  
\$39,450

CONTRACT DOCUMENTS

FOR

CONSTRUCTION OF SIDEWALK REPAIR PROGRAM

CONTRACT NO 95-02

CITY OF SOLEDAD, CALIFORNIA  
1992 COMMUNITY DEVELOPMENT BLOCK GRANT  
HOUSING REHABILITATION PROGRAM  
(92-STBG-659)

EMC PLANNING GROUP

TEL No 4086498399

Dec 14,95 15 18 No 007 P 02



A Land Use Planning and Design Firm

December 14, 1995

Mr Joel Moses  
Planning Director  
248 Main Street  
P.O. Box 156  
Soledad, California 93960

**Re: Amapola Townhomes Project Initial Study  
Letter Contract**

Dear Mr Moses:

As we discussed earlier today, our firm is submitting this letter contract for the above-referenced initial study. The purpose of this letter contract is to authorize our firm to proceed with the preparation of the above-referenced initial study in accordance with our proposal dated October 9, 1995. The fee estimate for the above-referenced initial study is \$8,475.

Additionally, this letter contract authorizes our firm to perform optional services identified in the above-referenced proposal. These optional services, and corresponding fee estimates, include the following: prepare negative declaration (\$150); prepare distribution list (\$150); distribute initial study and negative declaration (\$300); prepare a resolution for adoption of the negative declaration (\$200); and prepare and file the notice of determination (\$150). This does not include attendance at public hearings.

The total fee estimate to prepare the initial study and to perform the optional services identified herein is \$9,425. The following percentage payment schedule is proposed by our firm

- Seventy percent (70%) of the total fee estimate payable upon completion and



A Land Use Planning and Design Firm

October 9, 1995

Mr Joel Moses  
 Planning Director  
 248 Main Street  
 P O Box 156  
 Soledad, California 93940



Re **Amapola Townhomes Project Initial Study  
 Proposal**

Dear Mr Moses.

At this time, our firm is submitting a written proposal for the above-referenced initial study

The initial study will be prepared in strict compliance with the California Environmental Quality Act (CEQA) and Guidelines. According to CEQA guidelines section 15063(d), the initial study will contain the following minimal information

- Project Description
- Project Consistency with Local and Regional Plans
- Environmental Setting
- Environmental Checklist
- Environmental Evaluation
- Environmental Determination
- Mandatory Findings of Significance
- Report Preparers

Our firm will prepare the initial study to address all issues of concern related to the proposed project, including but not limited to geology, soils, hydrology, biology,

## **Attachment A**

### **Preliminary Scope of Services**

- Upon project initiation, our firm will collect and review existing information regarding the project site and project area. The initial study will make maximum use of existing information, including two previous environmental documents prepared by our firm
  - City of Soledad General Plan Update Final Environmental Impact Report (1993)
  - Vista Soledad Community Final Environmental Impact Report (1994)
- Upon completion of the collection and review of existing information, our firm will meet with the city to discuss the proposed project and to discuss the environmental issues associated with the proposed project. Any additional available information will be obtained at that time. Following our meeting with the city, our firm will conduct a site investigation to document the existing conditions on the project site and in the project area.
- Upon completion of the necessary research, our firm will prepare the administrative draft initial study in the format indicated in the following section of this proposal unless instructed otherwise by the city. Our firm will provide a maximum of three (3) copies of the administrative draft initial study to the city for review and comment.
- Upon completion of the city's review and comment on the administrative draft initial study, our firm will obtain written comments from the city and will prepare the initial study. A maximum of thirty (30) copies of the initial study will be provided to the city for public review.
- Upon completion of the public review period, our firm will obtain and review public comments on the initial study. Further, our firm will meet with the city to discuss the comments and to formulate responses to the comments.

## **6.0 Mandatory Findings of Significance**

This section will include a discussion of the four (4) mandatory findings of significance as presented in the environmental assessment checklist. The discussion will reflect the environmental evaluation of the proposed project.

## **7.0 Environmental Determination**

This section will include an environmental determination based upon the results of the environmental evaluation and mandatory findings of significance presented in the previous sections.

## **8.0 Report Preparers**

This section will include a list of those persons who participated in the preparation of the initial study

## **9.0 Bibliography**

This section will include a list of the documents and persons consulted during the preparation of the initial study. This list will also indicate the appropriate locations where all documents may be found.

## **10.0 Appendices**

This section will include the appendices to the initial study. This will include the environmental assessment checklist and a mitigation monitoring program.

## Attachment D Time Estimate

Task	Calendar Days
Prepare Administrative Draft Initial Study	35
Lead Agency Review	<u>10</u>
<b>Subtotal</b>	<b>45</b>
Prepare Initial Study	10
Public Review	<u>30</u>
<b>Subtotal</b>	<b>40</b>
Prepare Response to Comments	<u>10</u>
<b>Subtotal</b>	<b><u>10</u></b>
<b>Total</b>	<b>95</b>

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**Note:** This time estimate makes assumptions regarding the review of the administrative draft initial study by the city. This is only for time estimate purposes and is not binding on the city.

**Note:** This time estimate does not include the time necessary to conduct any additional studies should they be deemed necessary.

**Note:** This time estimate is based on the assumption that it will begin upon contract execution and transmittal of all available information from the city and the client. This includes all maps and technical

declaration and will also indicate the beginning and ending dates for the public review period. This task also includes estimated postage costs.

Cost Estimate        \$300 00

#### **Preparation of a Resolution for Adoption of the Negative Declaration**

This optional task includes the preparation of a resolution for adoption of the negative declaration and mitigation monitoring program by the city decision-makers. An administrative draft resolution, as well as a mitigation monitoring program, will be prepared and submitted to the city for review and comment. Upon receiving comments from the city, a final resolution and mitigation monitoring program will be prepared and submitted to the city for their use. It is assumed that a mitigation monitoring program will be required for the proposed project. It is recommended that this be adopted in conjunction with the adoption of the negative declaration.

Cost Estimate        \$200 00

#### **Preparation and Filing of Notice of Determination**

This optional task includes the preparation and filing of the notice of determination for the proposed project. Upon approval of the proposed project, an administrative draft notice of determination will be prepared and submitted to the city for review and comment. Upon receiving comments from the city, a final notice of determination will be prepared and filed with the Monterey County Clerk and Office of Planning and Research, as appropriate. Upon the completion of filing the notice of determination, a stamped copy will be submitted to the city for their records.

Cost Estimate        \$150 00

#### **Attendance at Public Hearings**

This optional task includes attendance at a public hearing. Upon request from the city, a representative of our firm will travel to the city to attend a public hearing. Attendance at the public hearing will include a presentation to give a brief overview and summary of the initial study and negative declaration and to answer questions from the city decision-makers and the public on the content of the initial study and negative declaration. This task also includes time to review project information and prepare necessary

10-09-1995 06:58:11 FROM KEITH B. HIGGINS &amp; ASSOC TO CHARLES J. JOL

KEITH B. HIGGINS & ASSOCIATES, INC.  
Civil and Traffic Engineers

October 9, 1995

Cris Staedler  
EMC Planning Group, Inc.  
P.O. Box 414  
Monterey, CA 93942

Re: Amapola Townhomes, Soledad, California

Dear Cris,

As you requested, this is a proposal to prepare a traffic study as a part of the Environmental Review process for the Amapola Townhomes in Soledad, California. The project is proposed to include 50 dwelling units. It is located on the east side of San Vicente Road north of Front Street. Previous environmental review was performed by our firm for the Vista Soledad project that analyzed the street system expected to be impacted by this project. The *Vista Soledad Traffic Study* will be used as a reference document for existing, cumulative and General Plan buildout traffic conditions in the study area.

The key intersection expected to be impacted by the project is the Front Street/San Vicente Road intersection. In addition to the scenarios referenced from the Vista Soledad project, an existing plus Amapola Townhomes development scenario will also be analyzed for this intersection. It may be appropriate to assume a certain amount of growth in traffic from other recently approved developments throughout the City of Soledad in order to provide a base condition for analyzing project traffic impacts. The amount of development to be assumed will be developed in consultation with the City of Soledad Planning Department. The Front Street/San Vicente Road intersection will be analyzed for channelization and signalization warrants as well as overall level of service.

10-09-1995 08:19AM FROM KEITH E. HIGGINS & ASSOC TO 6435.53 P.04

KEITH B. HIGGINS & ASSOCIATES, INC.

ENGINEERING CONSULTING SERVICES

FEE SCHEDULE

Effective through December, 1995

PERSONNEL

<u>Classification</u>	<u>Rate per Hour</u>
Principal Engineer	\$120.00
Associate Engineer	80.00
Junior Engineer, Engineering Aide	60.00
CADD Technician, Draftsman	55.00
Clerical	40.00
Messenger, Traffic Count Technician	25.00
Minimum Consultation Fee	120.00
Expert Witness (Rates Available Upon Request)	

SUB-CONSULTANTS

Professional Service by Others                      Actual Cost + 10%

EXPENSES

Materials, Reproduction, Telephone                      Actual Cost + 15%

