

September 23, 2015



Lindsay A. Thorson
Senior Associate
Atkinson, Andelson, Loya, Ruud & Romo
12800 Center Court Drive
Suite 300
Cerritos, CA 90703

Subject: Proposal to Conduct Environmental Due Diligence, Proposed North School Reconstruction Project,
Hermosa Beach City School District

Dear Ms. Thorson:

At the request of Patricia Escalante, Superintendent of Hermosa Beach City School District, PlaceWorks is submitting this proposal to assist the District with due diligence efforts associated with the proposed North School Reconstruction project.

Understanding of the Project

The District is considering the redevelopment of the former North School site at 417 25th Street in City of Hermosa Beach. The project would entail demolishing existing structures on the property that may have been built during the Works Progress Administration (WPA) era and constructing new school facilities for a 400-seat elementary school. Potential constraints associated with the project include, but are not limited to, traffic and the loss of potentially historical resources.

Scope of Work

The District is considering the placement of a bond measure in a city election in June, 2016, to fund this effort. As a part of this initiative, the District would like to further understand the above-mentioned constraints and has requested PlaceWorks to provide basic environmental/CEQA consulting services and to prepare a Traffic Impact Assessment and a Historical Resources Assessment for the proposed project. The scope to provide these services is presented below.

TRAFFIC IMPACT ASSESSMENT

PlaceWorks will retain Garland & Associates to conduct a traffic impact assessment (TIA) of the proposed project. The analysis will determine the traffic, pedestrian, and parking impacts associated with the proposed elementary school at 417 25th Street in Hermosa Beach. The streets providing access to the school site will be inventoried with regard to physical features such as the number of lanes, types of traffic control devices, street width, and sidewalk locations. Traffic conditions will then be evaluated based on existing and projected peak hour traffic volumes and intersection levels of service. Traffic counts will be taken at the study area intersections to establish the existing peak hour traffic conditions. It is anticipated that the analysis will include 24th Street, 24th Place, 25th Street, 26th Street, 27th Street, Gould Avenue, Monterey Boulevard, Park Avenue, Myrtle Avenue, Manhattan Avenue, Valley Drive, and up to 10 intersections in the project area. The list of streets and intersections that would be analyzed will be finalized through discussions with staff at the City of Hermosa Beach.

Future baseline traffic volumes will be forecast for the streets and intersections in the study area by considering the effects of general area-wide growth and the cumulative volumes of traffic that would be generated by other proposed development projects in the area. The future levels of service for the study area intersections will be identified for the anticipated year of project completion. The objective of this task is to identify the "without project" baseline traffic conditions for the future target year.

The impacts of the proposed elementary school will be determined by estimating the volumes of traffic that would be generated by the school, then conducting a before-and-after analysis of traffic conditions on the streets and intersections in the site vicinity (i.e., traffic conditions with and without the proposed project). The objective of the traffic analysis will be to determine if the street network has the capacity to accommodate the levels of traffic that would be generated by the proposed school. The impacts of the project on parking conditions and pedestrian circulation and safety will also be evaluated. Potential measures for mitigating the adverse traffic, pedestrian, and parking impacts (if any) will be identified. Issues relative to the project's consistency with the City of Hermosa Beach's General Plan will also be addressed. The analysis methodology, assumptions, and findings will be summarized in a report that will be suitable to be included in an environmental document.

Deliverable:

- Traffic Impact Assessment

HISTORIC RESOURCES ASSESSMENT REPORT

Daly & Associates will be retained to prepare a historical resources assessment report of the former North School campus at 417 25th Street in Hermosa Beach. The campus encompasses four buildings that are over 45 years old. The buildings will be evaluated for significance as individual historic resources and/or contributors to a historic district (cohesive collection of buildings). If the evaluation of campus buildings determines that future plans may significantly alter buildings/structures, features, or landscapes that have been identified on the North School Campus as important historic resources, the project activities will be reviewed for adherence to the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Specific tasks associated with this scope are:

- Perform search of applicable surveys or documents related to the property, held at the South Central Coastal Information Center at California State University, Fullerton.
- Conduct a thorough site inspection/field visit of the North School campus as required under CEQA if an intensive-level survey has not been recently performed.
- Photograph all existing buildings/structures, objects, features, and landscapes that are over 45 years old.
- Compile and analyze existing research and archival material, supplement as necessary. Existing material may consist of maps, aerial photographs, original building or engineering documents, and architectural journals.
- Review and implement relevant state regulations and standards that apply to the identification and surveying of historic properties.
- Evaluate subject property using federal and state significance criteria. All survey work will be consistent with procedures previously established by federal and state guidelines for conducting historic preservation work.
- Review project plans/specifications to assess impacts to potential historic resources.
- Recommend mitigation measures if required.
- Prepare a Draft CEQA Technical Report for review. We assume one round of comments on the Draft Report.
- Prepare a Final Technical Report. The final report will include a set of California DPR 523 Series Historic Resource Inventory forms for the subject built-environment resources.

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Deliverable:

- Historical Resources Technical Assessment

ENVIRONMENTAL/CEQA CONSULTING SERVICES

PlaceWorks will review the Traffic Impact Assessment and Historical Resources Technical Assessment to ensure they are defensible and can be used for later CEQA documentation. PlaceWorks will also provide environmental/CEQA consulting services to the District on an as-needed basis.

The main contact and project manager for the District will be Barbara Wu Heyman, Associate Principal. She will be supported by an in-house team of land use/CEQA attorneys, school facilities planners, environmental planners, scientists, licensed engineers, registered environmental assessors, registered geologists, biologists, designers, and air quality/GHG and noise modeling experts. When appropriate and needed, these experts will be assigned to help provide consulting services.

Deliverables:

- Review Traffic Impact Assessment (4 hours)
- Review Historical Resources Technical Assessment (2 hours)
- Environmental/CEQA Consulting (4 hours)

PROJECT MANAGEMENT AND COORDINATION

PlaceWorks will be the primary contact with the District and project team. This task includes ongoing project management and coordination with the client and subconsultants. The amount of time required is based on the anticipated schedule of this proposal and assumes a half hour per week for the project manager. If the schedule of the project is extended for reasons beyond PlaceWorks' control, a contract amendment may be required for additional project management and coordination fees.

Deliverables:

- Project Management and Coordination (4 hours)

Proposed Schedule

The draft traffic impact assessment and historical resources technical assessment will be completed two months after the notice to proceed.

Cost Estimate

The cost to complete the above tasks is \$23,475, as shown in Table 1. PlaceWorks' 2015 standard fee schedule is shown in Table 2.

Table 1. Cost Estimate

TASK	COST
Traffic Impact Assessment (Garland Associates) ¹	\$14,080
Historical Resources Technical Assessment (Daly & Associates) ¹	\$6,435
Environmental/CEQA Consulting Services (PlaceWorks, 10 hours x \$190/hour)	\$1,900
Project Management and Coordination (PlaceWorks, 4 hours x \$190/hour)	\$760
Subtotal	\$23,175
REIMBURSABLES	
Mileage ²	\$200
Miscellaneous Postage and Printing	\$100
Subtotal	\$300
GRAND TOTAL	\$23,475

¹ Subconsultants are billed at cost plus 10%.

² Mileage reimbursement rate is the standard IRS-approved rate.

Table 2. PlaceWorks - 2015 Standard Fee Schedule

STAFF LEVEL	HOURLY BILL RATE
Principal	\$180–\$250
Associate Principal	\$160–\$190
Senior Associate/Senior Scientist	\$130–\$170
Associate/Scientist	\$100–\$140
Project Planner/Project Scientist	\$80–\$110
Planner/Assistant Scientist	\$70–\$90
Graphics Specialist	\$65–\$90
Clerical/Word Processing	\$40–\$105
Intern	\$50–\$70

Subconsultants are billed at cost plus 10%.

Mileage reimbursement rate is the standard IRS-approved rate.

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Acknowledgment

This proposal shall remain valid for a period of 90 days from the time of submittal. The attached Service Authorization, which includes our General Terms of Consulting Agreement, is a part of this proposal. If the contents of this Proposal and Agreement are satisfactory, please indicate your approval by signing the Service Authorization and sending it to our Corporate office.

We look forward to working with you to bring about the successful completion of this project. If you have any questions regarding the contents of this proposal, please feel free to contact the undersigned.

Respectfully submitted,

PLACEWORKS

Barbara Wu Heyman
Associate Principal

Cc:

Patricia Escalante, Superintendent, Hermosa Beach City School District (pescalante@hbcasd.org)

Angela Jones, Business Manager, Hermosa Beach City School District (ajones@hbcasd.org)

Enclosure: General Terms of Consulting Agreement

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