

## NAPA COUNTY AGREEMENT NO. 250315B

### PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into in Napa County, California, this 4<sup>th</sup> day of February, 2025, (“Effective Date”) by and between Napa County, a political subdivision of the State of California, hereinafter referred to as “County,” and Environmental Science Associates, an S Corporation whose address is 2600 Capitol Avenue, Suite #200, Sacramento, California, 95816, hereinafter referred to as “Consultant.”

#### RECITALS

- A. County wishes to obtain professional services in order to assist with preparation of a comprehensive update to the Baseline Data Report to inform the general plan update.
- B. Consultant was selected to provide professional services after a competitive process conducted pursuant to RFP No. PBES-082401.
- C. For good and valuable consideration, the sufficiency of which is acknowledged, County and Consultant agree as follows:

#### AGREEMENT

##### ARTICLE I – SCOPE OF SERVICES

**1.1 Scope of Services.** Consultant shall provide professional services to County as described in Exhibit A to this Agreement, and in accordance with the Contract Documents. The Contract Documents consist of this Agreement and its Exhibits, the Request for Proposals or Qualifications issued by County (if any), and Consultant’s proposal or statement of qualifications.

**1.2 Schedule.** Consultant shall perform and complete the scope of services in accordance with the schedule set forth in Exhibit A. Consultant shall further perform the scope of services in compliance with any interim milestones or deadlines, as may be set forth in Exhibit A. Time is of the essence in the performance of the scope of services. In no event shall Consultant be liable for any costs or delays resulting in whole or in part from causes beyond the reasonable control of Consultant, including, without limitation actions or inaction of County or County’s other consultants and contractors.

**1.3 Standard of Care.** Consultant represents that the professional services rendered under this Agreement shall be performed in accordance with the standards customarily adhered to by an experienced and competent professional using the degree of care and skill ordinarily exercised by reputable professionals practicing in the same field of service under the same or similar

circumstances in the State of California. Consultant shall correct any professional services falling below this standard at its sole cost and expense, if notified by County within one year after completion of such services. This remedy is in addition to any other remedies that may be available to County in law or equity.

**1.4 Correction of Deficient Services.** Consultant shall take reasonable steps to commence correction of any services that fail to meet the standard of care within seven days of receipt of written notice from County unless otherwise agreed by the parties. If Consultant fails to commence such steps within the seven day or other agreed-upon period, County may, in addition to any other remedies provided under the Contract Documents, commence correction of such services without further written notice to Consultant. If County takes such corrective action, Consultant shall be responsible for all reasonable costs incurred by County in performing such correction, including but not limited to the cost of County staff time and the amount paid to another consultant to correct the deficient services.

**1.5 Other Remedies.** This Article applies only to Consultant's obligation to correct services that do not meet the standard of care and is not intended to constitute a period of limitations or waiver of any other rights or remedies County may have regarding the Consultant's other obligations under the Contract Documents or federal or state law.

**1.6 Key Personnel.** Key personnel identified in Consultant's proposal or statement of qualifications shall be the individuals who will actually perform the services. Changes in key personnel must be reported by Consultant in writing and approved by County.

**1.7 Government Code Section 7550.** Every document or report prepared by Consultant for or under the direction of County pursuant to this Agreement shall contain the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of the document or written report if the total cost for the work performed by nonemployees of County exceeds five thousand dollars (\$5,000). The contract and subcontract numbers and dollar amounts shall be contained in a separate section of the document or written report. If multiple documents or written reports are the subject or product of this Agreement, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written reports.

## ARTICLE II – DURATION OF AGREEMENT

**2.1 Term of the Agreement.** The term of this Agreement shall begin on the Effective Date entered on page 1 of this Agreement. This Agreement shall expire two (2) year(s) after the Effective Date or upon completion of the services, whichever occurs first, unless terminated earlier in accordance with this Article.

**2.2 Suspension for Convenience.** County may suspend all or any portion of Consultant's performance under this Agreement at its sole option and for its convenience at no cost for a

period of time not to exceed 60 days. County must give 10 days prior written notice to Consultant of such suspension. County may rescind the suspension prior to or at 60 days by providing Consultant with written notice of the rescission, at which time Consultant will be required to resume performance in compliance with the terms and provisions of this Agreement. Consultant shall be entitled to an extension of time to complete performance equal to the length of the suspension unless otherwise agreed to in writing by the parties.

**2.3 Termination for Convenience.** County may terminate all or any portion of this Agreement at its sole option and for its convenience, by giving 30 days prior written notice of such termination to Consultant. The termination of the Agreement shall be effective 30 days after receipt of the notice by Consultant. After receipt of notice of termination of all or any portion of the Agreement, Consultant shall immediately discontinue all affected performance (unless the notice directs otherwise) and complete any additional work necessary for the orderly filing of documents and closing of Consultant's affected performance under the Agreement. Consultant shall deliver to County all data, drawings, specifications, reports, estimates, summaries, and such other information and materials created or received by Consultant in performing this Agreement, whether completed or unfinished. Consultant may keep copies for its own records. County shall pay Consultant for services satisfactorily provided before the effective date of termination, and reasonable costs incurred by Consultant in providing County with the data and documents required by this paragraph. Consultant shall not be compensated for lost or anticipated profit or overhead on the terminated portion of this Agreement.

**2.4 Termination for Cause.** County may terminate this Agreement for default if Consultant fails to satisfactorily perform any material obligation required by this Agreement. Default includes Consultant's failure to timely provide services in accordance with the schedule. If Consultant fails to satisfactorily cure a default within 10 days of receiving written notice from County specifying the nature of the default, County may immediately terminate this Agreement, and terminate each and every right of Consultant, and any person claiming any rights by or through Consultant under this Agreement. The rights and remedies of County enumerated in this paragraph are in addition to and independent of County's rights under any other provision of this Agreement and any right or remedy available to County at law or in equity.

**2.4.1 Absence of Default.** If after County gives notice of termination for cause, it is determined that Consultant was not in default of a material obligation of this Agreement, the termination shall be deemed to be a termination for the convenience of County under paragraph 2.3.

**2.5 Purchasing Agent's Authority.** The County Purchasing Agent or their designee is hereby authorized to make all decisions and take all actions required under this Article to suspend or terminate this Agreement.

## ARTICLE III – COMPENSATION

**3.1 Amount of Compensation.** County shall pay Consultant for satisfactory performance of the scope of services, as follows:

**3.1.1 Rates.** County shall pay Consultant according to the compensation and fee schedule set forth in Exhibit B.

**3.1.2 Expenses.** Travel or other expenses will only be reimbursed by County if such expenses are specifically identified in Exhibit B. Any travel expenses must comply with the Napa County Travel Policy found in the Napa County Policy Manual, Part I, Section 43, regardless of anything to the contrary in Exhibit B.

**3.1.3 Maximum Amount.** Notwithstanding paragraphs 3.1.1 and 3.1.2, the maximum payments under this Agreement shall not exceed a total of One Million Six Hundred Thirteen Thousand Nine Hundred Seventy-One Dollars (\$1,613,971); provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually provided and reimbursable expenses actually incurred.

**3.2 Payment Process.** Consultant may submit one invoice per calendar month, in arrears for services provided, to the Director of Planning, Building and Environmental Services (PBES) Department who will review the invoice to confirm its contents match the services provided during the period covered by the invoice. If approved, the invoice will be forwarded to the Napa County Auditor no later than 15 days following receipt of the invoice.

**3.2.1 Content of Invoices.** Invoices shall be in a form acceptable to the Napa County Auditor and include Consultant's name, address, Social Security or Taxpayer Identification Number, and the Napa County Agreement number. If this Agreement provides for payment based on unit prices or tasks completed, invoices shall include itemization of the hours worked, descriptions of the tasks completed during the billing period, the names and positions of person(s) performing the services, and the hourly or task rates. If the Agreement or Exhibit B provides for a fixed or lump sum price and Consultant presents monthly invoices, each invoice must indicate the percentage of work completed (e.g., 50% of design or draft report) or the milestone(s) achieved in Exhibit B, which will allow Consultant to be paid the equivalent percentage of the fixed price.

**3.2.2 Expenses.** If the Agreement provides for reimbursement of expenses, invoices shall describe the nature and cost of the expense, and the date incurred. Receipts must be included with the invoice.

**3.3 Annual Appropriation of Funds.** Consultant acknowledges that the term of this Agreement may extend over multiple County fiscal years, and that compensation under this Agreement is contingent on the Board of Supervisors appropriating funding for this Agreement for those fiscal years. This Agreement may be terminated at the end of the fiscal year for which sufficient funding is not appropriated and authorized. County is not obligated to pay Consultant, nor is Consultant obligated to provide further services if sufficient funds have not been appropriated and authorized by the Board of Supervisors.

#### ARTICLE IV – INSURANCE

**4.1 Insurance.** Prior to commencing the scope of services, Consultant shall obtain and maintain in full force and effect throughout the term of this Agreement, and thereafter as to matters occurring during the term of this Agreement, the insurance coverage set forth in Exhibit C.

**4.2 Inclusion in Subcontracts.** Consultant shall require its subconsultants and any other entity or person providing services under this Agreement to comply with the Workers Compensation and General Liability insurance requirements set forth in Exhibit C.

#### ARTICLE V – INDEMNIFICATION

**5.1 Indemnification and Hold Harmless.** To the fullest extent permitted by law, Consultant shall defend at its own expense, indemnify, and hold harmless County and its officers, agents, employees, volunteers, and representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind, and description, including litigation costs and reasonable attorney’s fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising from negligent acts or omissions or willful misconduct of Consultant or its officers, agents, employees, volunteers, consultants and subconsultants in providing services under this Agreement, excluding, however, such liability, claims, actions, losses, injuries, damages or expenses to the extent arising from the active negligence or willful misconduct of County. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement. For claims arising out of the performance of professional services, Consultant’s obligation to defend shall mean solely that Consultant agrees to reimburse County for its reasonable defense costs to the extent determined by the legal proceeding or arbitration addressing the matter to have been caused by Consultant’s negligence.

**5.2 Design Professionals.** To the extent Consultant is providing the services of a “design professional” as defined in California Civil Code section 2782, County acknowledges that Consultant’s obligations under paragraph 5.1 may be limited under Civil Code Section 2782.8.

**5.3 Effect of Insurance.** The provisions of this Article are not limited by the requirements of Article IV related to insurance.

**5.4 Enforcement Costs.** Consultant shall reimburse any and all costs County incurs enforcing the indemnity, hold harmless, and defense provisions set forth in this Article.

**5.5 Survival.** This Article shall survive termination or expiration of this Agreement and continue in effect so long as a viable claim may exist.

## ARTICLE VI – MANDATORY COUNTY PROVISIONS

**6.1 Compliance with County Policies.** Consultant shall comply, and require its employees and subconsultants to comply, with the following policies, copies of which are available on County’s website at <https://www.countyofnapa.org/771/Purchasing> and are hereby incorporated by reference.

**6.1.1** Napa County “Waste Source Reduction and Recycled Product Content Procurement Policy,” which is found in the Napa County Policy Manual Part I, Section 8D.

**6.1.2** Napa County “Discrimination, Harassment and Retaliation Prevention Policy,” which is found in the Napa County Policy Manual Part I, Section 37K.

**6.1.3** Napa County “Drug and Alcohol Policy,” which is found in the Napa County Policy Manual Part I, Section 37O.

**6.1.4** “Napa County Information Technology Use and Security Policy” which is found in the Napa County Policy Manual Part I, Section 31A.

**6.1.5** Napa County “Workplace Violence Policy,” which is found in the Napa County Policy Manual Part I, Section 37U.

**6.2 Inducement of County Employees.** Consultant shall not permit its officers, agents, or employees to engage in any activities during the performance of any of services under this Agreement that would interfere with compliance or induce violation of these policies by County employees or consultants.

## ARTICLE VII – COMPLIANCE WITH LAWS

**7.1 Compliance with Controlling Law.** Consultant shall comply with all laws, ordinances, regulations, and policies of federal, California, and local governments applicable to this Agreement. Consultant shall comply immediately with all directives issued by County or its authorized representatives under authority of any laws, statutes, ordinances, rules, or regulations.

**7.2 Conflict of Interest.** Consultant acknowledges that they are aware of the provisions of Government Code sections 1090, et seq., and sections 87100, et seq., relating to conflict of interest of public officers and employees. Consultant hereby covenants that it presently has no interest not disclosed to County and shall not acquire any interest, direct or indirect, which would conflict in any material manner or degree with the performance of the scope of services under this Agreement. Consultant further warrants that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. Violation of this paragraph by Consultant is a material breach of this Agreement which may result in termination of the Agreement for cause.

**7.2.1 Subsequent Contracts.** Consultant's duties and services under this Agreement shall not include preparing or assisting County with any portion of County's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with County. County shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Consultant shall cooperate with County to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by Consultant pursuant to this Agreement.

**7.2.2 Statements of Economic Interests.** In performing the scope of services, one or more individuals of Consultant's organization will make, or participate in making, a "governmental decision" as described in the California Code of Regulations at Title 2, section 18704, or will perform the same or substantially all the same duties for County that would otherwise be performed by a County employee holding a position specified in County's conflict of interest code. Consultant shall ensure those individuals identified by County prepare statements of economic interests on Fair Political Practices Commission Form 700 and file them with County. Each individual shall file a Form 700 (Assuming Office Statement) within thirty calendar days of County's notification that the individuals are subject to the conflict of interest code. Each year thereafter, the individuals shall also file a Form 700 (Annual Statement) on or before April 1, disclosing any financial interests held during the previous calendar year for which the individual was subject to the conflict of interest code. A Form 700 (Leaving Office Statement) shall also be filed when the individual discontinues services under this Agreement.

**7.3 Taxes.** Consultant shall file federal and state tax returns or applicable withholding documents and pay all applicable taxes or make all required withholdings on amounts paid pursuant to this Agreement. Consultant shall be solely liable and responsible to make such withholdings and pay such taxes and other obligations including, without limitation, state and federal income and FICA taxes. Consultant shall indemnify and hold County harmless from any

liability it may incur to the United States or the State of California if Consultant fails to pay or withhold, when due, all such taxes and obligations. If County is audited for compliance regarding any withholding or other applicable taxes or amounts, Consultant shall furnish County with proof of payment of taxes or withholdings on those earnings within 10 business days after notice from County.

**7.4 Prevailing Wage Requirements.** The scope of services includes “public works” as defined in the California Labor Code. Consultant shall comply with all State prevailing wage requirements, including but not limited to, those set forth in Exhibit D.

## ARTICLE VIII – DISPUTE RESOLUTION

**8.1 Mandatory Non-binding Mediation.** If a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through normal contract negotiations, the parties agree to attempt to settle the dispute in an amicable manner, using mandatory mediation through Judicial Arbitration and Mediation Services (JAMS) or any other neutral organization agreed to by the parties. To initiate mediation, the initiating party shall send written notice of its request for mediation to the opposing party. Mediation is mandatory before either party may initiate litigation or have recourse in a court of law.

**8.2 Mediation Costs.** The expenses of witnesses for either side shall be paid by the party producing such witnesses. All other expenses of the mediation, including required traveling and other expenses of the mediator, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise.

**8.3 Selection of Mediator.** A single mediator that is acceptable to both parties shall be used to mediate the dispute. The mediator may be selected from lists furnished by JAMS or any other agreed upon mediator. The parties shall endeavor to agree on a mediator within 10 business days, unless a longer period is mutually agreed to in writing by Consultant and County. If the parties cannot agree on a mediator, JAMS or other neutral organization shall select the mediator.

**8.4 Conduct of Mediation Sessions.** Mediation hearings will be conducted in an informal manner and discovery will not be allowed. The discussions, statements, or admissions will be confidential to the proceedings and will be subject to Evidence Code section 1152. The parties may agree to exchange any information they deem necessary. Both parties shall have a representative attend the mediation who is authorized to settle the dispute, though County’s recommendation of settlement may be subject to the approval of the Board of Supervisors. Either party may have attorney(s), witnesses, or expert(s) present. Either party may request a list of witnesses and notification whether attorney(s) will be present.

**8.5 Mediation Results.** Any resultant agreements from mediation shall be documented in writing. Mediation results and documentation, by themselves, shall be “non-binding” and inadmissible for any purpose in any legal proceeding, unless such admission into evidence is

otherwise agreed to in writing by both parties. Mediators shall not be subject to any subpoena or liability, and their files and actions shall not be subject to discovery.

## ARTICLE IX – GENERAL PROVISIONS

**9.1 Access to Records/Retention.** Consultant shall provide County with access to Consultant's records which are reasonably necessary for County to review or audit Consultant's compliance with the provisions of this Agreement. Consultant shall provide such access within 10 business days after written request by County, either by providing copies of the requested records to County or allowing County to inspect and photocopy the records at Consultant's place of business where the records are kept. Consultant shall maintain all records related to this Agreement for at least four years after expiration or termination of this Agreement.

**9.2 Notices.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval, or communication that either party desires to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

### COUNTY

Brian Bordona  
Director  
1195 Third Street, 2<sup>nd</sup> Floor  
Napa, CA 94559

### CONSULTANT

Dan Dameron  
Vice President  
2600 Capitol Avenue, Suite #200  
Sacramento, CA 95816

**9.3 Independent Contractors.** Consultant and its subconsultants, if any, are independent contractors and not agents of County. Any provisions of this Agreement that may appear to give County any right to direct Consultant concerning the details of performing the scope of services, or to exercise any control over such performance, shall mean only that Consultant shall follow the direction of County concerning the end results of the performance.

**9.4 Contract Interpretation.** This Agreement and all Contract Documents shall be deemed to be made under, and shall be construed in accordance with and governed by, the laws of the State of California without regard to the conflicts or choice of law provisions thereof. It is the intent of the Contract Documents to completely describe the goods and services to be provided. Any work, materials, or equipment that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce the intended result shall be supplied whether or not specifically called for or identified in the Contract Documents. When words or phrases which have a well-known technical or industry or trade

meaning are used to describe work, materials, equipment, goods, or services such words or phrases shall be interpreted in accordance with that meaning unless a definition has been provided in the Contract Documents. In resolving conflicts resulting from errors or discrepancies in any of the Contract Documents, the order of precedence shall be in descending order as set forth below (the document in paragraph 9.4.1 having the highest precedence). Provisions of the Contract Documents addressing the same subject which are consistent but have different degrees of specificity shall not be considered to be in conflict, and the more specific language shall control. Order of Precedence:

- 9.4.1 This Agreement.
- 9.4.2 The Exhibits to this Agreement.
- 9.4.3 The RFQ or RFP issued by County.
- 9.4.4 Consultant's proposal or statement of qualifications.

**9.5 Drafting Ambiguities.** The parties acknowledge that they have the right to be advised by legal counsel with respect to the negotiations, terms, and conditions of this Agreement, and the decision of whether to seek advice of legal counsel with respect to this Agreement is the sole responsibility of each party. This Agreement shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Agreement.

**9.6 Third Party Beneficiaries.** Unless expressly set forth in this Agreement, none of the provisions of this Agreement are intended to benefit any third party not specifically referenced herein. No person other than County and Consultant shall have the right to enforce any of the provisions of this Agreement.

**9.7 Force Majeure.** In the event either party's performance is delayed due to causes which are outside the control of both parties and their subconsultants, contractors and employees, and could not be avoided by the exercise of due care, which may include, but is not limited to, delays by regulating agencies, wars, floods, adverse weather conditions, labor disputes, unusual delay in transportation, epidemics abroad, earthquakes, fires, terrorism, incidence of disease or other illness that reaches outbreak, epidemic and/or pandemic proportions, unusual delay in deliveries, riots, civil commotion or other unavoidable casualties, and other acts of God, both parties will be entitled to an extension in their time for performance equivalent to the length of delay. Neither party will be entitled to compensation from the other for force majeure events. The party claiming its performance is delayed must demonstrate to the reasonable satisfaction of the other party that a force majeure event is causing the delay; the mere occurrence of a force majeure event is insufficient to extend the time for performance.

**9.8 Confidentiality of Services.** All services performed by Consultant and any subconsultants, including but not limited to all drafts, data, information, correspondence, proposals, reports of any nature, estimates compiled or composed by Consultant, are for the sole use of County. Neither the documents nor their contents shall be released by Consultant or any subconsultant to any third party without the prior written consent of County. Contractor shall not

disclose records or other information provided by County under this Agreement to any third party, except as necessary to perform the scope of services, unless the records or information: (1) were publicly known, or otherwise known to Consultant, at the time it was disclosed to Consultant by County; (2) subsequently become publicly known through no act or omission of Consultant; or (3) otherwise become known to Consultant other than through disclosure by County.

**9.9 Insolvency.** Consultant shall notify County if Consultant enters into bankruptcy proceedings. This notification shall be furnished within five days of the initiation of the proceedings relating to bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of County contract numbers and contracting offices for all County contracts against which final payment has not been made. This obligation remains in effect until final payment is made under this Agreement.

**9.10 Attorney's Fees.** If either party commences legal action of any kind or character to either enforce the provisions of this Agreement or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action. This paragraph does not apply to attorney's fees or costs incurred during mediation. However, the parties agree that any court or arbiter considering a request for fees pursuant to this paragraph should avoid an "all or nothing" approach and should instead consider a variety of factors in deciding whether either party could be fairly characterized as a prevailing party, and if so, the extent to which such party prevailed in the legal proceeding. If in the context of a particular legal proceeding, a court or arbiter in its discretion concludes that neither party prevailed, then there will be no assessment of fees or costs against either party.

**9.11 Venue.** This Agreement is made and entered into in Napa County, California. Venue for any legal action in state court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Superior Court of California, County of Napa. Venue for any legal action in federal court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Northern District of California.

**9.12 Exhibits Incorporated.** All Exhibits referenced in this Agreement are hereby incorporated into the Agreement by this reference.

**9.13 County Powers.** Nothing contained in this Agreement shall be construed as a limitation upon the powers of County as a subdivision of the State of California. Nothing in this Agreement shall be interpreted as limiting the rights and obligations of County in its governmental or regulatory capacity.

**9.14 Survival of Obligations.** All indemnifications, warranties, guarantees and other obligations that by their nature involve performance after the early termination or expiration of this Agreement or after completion and acceptance of the scope of services, shall survive the early termination or expiration of this Agreement. Such obligations include, but are not limited to, paragraphs 1.4 (Correction of Deficient Services), 9.1 (Access to Records/Retention), 9.8 (Confidentiality of Services), and Article VIII (Dispute Resolution). Obligations related to insurance or indemnity shall continue in full force and effect after the date of early termination or expiration, but only with regard to acts or omissions that occurred during the term of the Agreement.

**9.15 Severability.** Should any provision of this Agreement be held invalid or illegal by a court of competent jurisdiction, such invalidity or illegality shall not invalidate the whole of this Agreement, but rather, the Agreement shall be construed as if it did not contain the invalid or illegal provision, and the rights and obligations of the parties shall be construed and enforced accordingly, except to the extent that enforcement of this Agreement without the invalidated provision would materially and adversely impact either or both parties' consideration for entering into this Agreement.

**9.16 Amendment/Modification.** This Agreement may be modified or amended only in writing and with the prior written consent of both parties. Failure of Consultant to secure such authorization in writing in advance of performing any extra or changed work shall constitute a waiver of any and all rights to adjustment in compensation or contract time.

**9.17 No Waivers.** Any failure by either party to insist upon the strict performance by the other of any obligation of this Agreement, or any failure to exercise any right or remedy for a breach of any term or condition of this Agreement, shall not constitute a waiver of any such failure to perform or breach of any term or condition. A waiver must be express and in writing. The waiver by either party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

**9.18 No Assignments.** Consultant may not assign the obligations under this Agreement, nor any monies due or to become due under this Agreement, without County's prior written approval. Any assignment in violation of this paragraph shall constitute a default and is grounds for termination of this Agreement at County's sole discretion. In no event shall any putative assignment create a contractual relationship between County and any putative assignee.

**9.19 Successors in Interest.** All rights and obligations created by this Agreement shall be in force and effect whether or not any parties to the Agreement have been succeeded by another entity, and all rights and obligations created by this Agreement shall be vested and binding on any party's successor in interest.

**9.20 Entirety of Contract.** This Agreement, including any documents expressly incorporated by reference whether or not attached hereto, constitutes the entire agreement between the parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

**9.21 Counterparts.** This Agreement may be executed in counterparts, which when taken together, shall constitute a single signed original as though all parties had executed the same page.

**9.22 Hazardous Substances.** Consultant shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at any project site.

**9.23 Site Access.** County shall provide access and right of entry to the project site by Consultant, its employees, agents, and subcontractors in order to perform the services.

**9.24 Information.** County shall make available to Consultant information and technical data in County's possession that is reasonably required by Consultant to perform the services under this Agreement

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**IN WITNESS WHEREOF**, this Agreement is executed by County, acting by and through the Chair of the Board of Supervisors, and by Consultant through its duly authorized officer(s).

Environmental Science Associates

By   
Dan Dameron, Vice President

By   
Albert Cuisinot, Chief Financial Officer

NAPA COUNTY, a political subdivision of  
the State of California

By \_\_\_\_\_  
ANNE COTTRELL, Chair of the Board of  
Supervisors

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Laura J. Anderson (e-sign)</u> Deputy County Counsel</p> <p>Date: <u>January 27, 2025</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: _____</p> <p>Processed By: _____</p> <p>_____ Deputy Clerk of the Board</p>	<p>ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors</p> <p>By: _____</p>
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**EXHIBIT A**  
**SCOPE OF SERVICES**

**I. Description of Goods and/or Services**

Consultant shall provide a comprehensive update to the County's Baseline Data Report in accordance with the Scope of Services dated January 22, 2025 which is hereby incorporated into this Exhibit by reference.

**II. Schedule**

Consultant shall perform the Scope of Services in accordance with the schedule set forth in Consultant's Scope of Services which is hereby incorporated into this Exhibit by reference.

## Scope of Work

The following Scope of Work outlines the comprehensive steps and tasks necessary to successfully update Napa County (County)'s BDR. Consultant Scope of Work integrates the tasks listed in the RFP and provides additional tasks that Consultant deems necessary to accomplish County goals and objectives for this Project (noted as "Scope Enhancement – See Section 9, as requested in the RFP). This scope is designed to ensure that the updated BDR process is collaborative, comprehensive, and technology-supported, and leads to a comprehensive BDR that provides a foundation for the future GPU, EIR, and other strategic planning efforts.

### Scope of Work is outlined as follows:

- Task A: Management and Coordination
- Task B: Kick-Off Meeting and Orientation
- Task C: Data Gaps Analysis and Data Collection
- Task D: Community Outreach and Meeting Facilitation
- Task E: Agency Engagement
- Task F: Preparation of BDR and Visual Story Map
- Task G: Development of a Companion Web Application (Esri Experience Builder) [Scope Enhancement]
- Task H: Preparation and Attendance at Public Hearings

### Task A: Management and Coordination

Project management and coordination will be an ongoing task for the ESA Team (Consultant) during the term of the Project. The Consultant project management team shall manage and oversee the Project and deliverables, as well as invoicing, to ensure that deadlines and budgets are met.

This task includes regular progress reports, communication with County staff, coordination of the consultant team, quality control, scheduling, and staff management. Consultant has budgeted to attend 60-minute bi-weekly meetings (two per month) with County staff and other key personnel to provide status updates, discuss upcoming deliverables and data availability, review Staff feedback on deliverables, and other matters related to implementation of this contract. Consultant shall also establish and implement protocols with County staff for project invoicing to ensure that staff are aware of the progress of the Project and status of the budget each month.

## QUALITY CONTROL

Consultant has developed a robust quality control process to ensure consistency and high-quality work products. All deliverables receive senior review, followed by full editing and formatting. The senior reviewer checks for completion of the task according to the scope and key expectations, organization, thoroughness of the information, accuracy and relevancy, and Consultant commitment to meeting the County's objectives.

Further, quality control measures in place by the Consultant shall ensure that work products were produced utilizing technical publications staff for compliance with the Americans with Disabilities Act (ADA). Compliance with ADA will be critical for outreach and public facing materials.

### Task A Deliverables

- Monthly Invoices and Progress Reports. Progress Reports shall include progress towards monthly activities, task progression, and identify any activities that may impact scope, schedule, and budget. Action items shall be documented for each bi-weekly meeting summaries.
- Bi-Weekly Coordination Meetings (two [2] per month) with County Staff (Meeting Agendas and Summaries). Meeting summaries shall include key action items by responsible party and documentation of meeting attendees.

### Task A Assumptions

- Team meetings will be held virtually.
- The Project budget includes a total of 30 bi-weekly meetings over the course of the 14-month planning process. An extension of the Project schedule may necessitate an augment to the budget to accommodate ongoing meeting attendance and coordination.
- The Project Manager shall attend all bi-weekly coordination meetings with additional members of the team attending on an as-needed basis. Consultant expects County review and confirmation of Consultant work products, including translated materials, provided by the Consultant team.

### Task B Kick-Off Meeting and Orientation

The Consultant shall attend an initial meeting with County staff and key members of the Project team. The purpose of this kick-off meeting will be to:

- Establish County roles and responsibilities and communication protocols for regular meetings and coordination;
- Discuss the scope of work, schedule and milestones;
- Confirm the overall format and organization of the BDR update;

- Discuss data needs, data management and file sharing; and
- Discuss Consultant approach to community and agency engagement, including establishing a web presence.

Prior to the kick-off meeting, Consultant shall prepare a detailed agenda and supporting materials to ensure a productive discussion. Following the meeting, Consultant shall circulate meeting notes that capture action items.

#### **Task B Deliverables**

- Project Kickoff Meeting Agenda, Materials, and Actions Notes
- Updated Project Schedule
- Database of Project Team Roles, Responsibilities and Contact Information
- Set-Up of File Sharing System
- BDR Chapter Outline

#### **Task B Assumptions**

- The kick-off meeting will be held virtually.
- Attendance by up to four Consultant staff and up to one representative from each subconsultant teaming partner.

### Task C: Data Gaps Analysis and Data Collection

The Consultant has collected the partial list of documents germane to the BDR update as listed in the RFP, which has been added to the library of documents that were gathered in support of the recent Safety and Housing Element Updates and EIR that Consultant was a part of. Consultant recognizes that there will be additional relevant documents and data sets needed for this effort. The Consultant shall review all existing information relevant to the Project and identify any data gaps in any subject areas in which existing information for the updated BDR is not available through the County. This will include coordinating with County GIS staff to conduct a rapid inventory of existing spatial datasets matched to BDR needs and identify gaps. Consultant shall create a data needs matrix and tracking tool and work with County staff to establish a shared data storage system, including use of the County's ArcGIS Online (AGOL) hub for all spatial data management. If desired, Consultant shall also work with the County to develop standard protocols for a centralized GIS data collection process to support interagency sharing of data updates as they occur for the BDR and going forward. The deliverable will be a populated data matrix to serve as a central index to all data sources, complete with full source references and links to applicable sections of the BDR.

Early in the project, Consultant shall develop a web application for internal team use, which will serve as a central platform for the Project team to access relevant spatial datasets necessary for their technical writing and

analysis. This temporary web app can be housed by Consultant. However, if feasible for the County it will be developed by Consultant working within the County's Esri environment to streamline and minimize later duplication of data setup for the Project's public facing web application. The early setup of this web application will also support efficient development of the BDR companion web application as described in Task G.

All data sources will be clearly noted in the BDR appendices for future reference and update. Additionally, data sources in the BDR will be hyperlinked to their locations within the County's online geospatial data repositories. Conversely, data sources on the web application will also be tagged to sections of the BDR so that when updated, it is clear where in the BDR information must be updated and/or replaced to remain current.

#### **Consultant's Data Management Workflow**

Consultant data management process is designed to ensure a seamless, efficient, and dynamic approach to handling all data relevant to the BDR.

#### **Task C Deliverables**

- One (1) Data Gaps Memorandum

#### **Task C Assumptions**

- Reports, plans, and documents shall be provided to Consultant by County staff in a timely manner.
- County GIS staff shall be responsible for preparing GIS data to conform to standards and publishing to AGOL for use by Consultant for all public data.

### Task D: Community Outreach and Meeting Facilitation

#### **TASK D1 ENGAGEMENT STRATEGY AND PROJECT FACTSHEET**

Consultant shall collaborate with County staff to prepare an internal engagement strategy. The engagement strategy will include: goals and objectives; a description of each engagement activity; a schedule of activities; role and responsibilities for the Consultant and County staff; and metrics to evaluate success.

The engagement strategy will be designed to identify specific activities for this Project but also to set the stage for the larger engagement activities that will be part of the comprehensive GPU process. Note that the engagement strategy will be designed as an internal working document and not designed for public review.

In addition, Consultant shall work with the County to prepare a 1- or 2-page project factsheet that provides basic information on the project for the community. The factsheet may include a high-level project workflow, an overview of "What is a Baseline Data Report?" and similar context. Consultant shall prepare an Admin Draft of the

content, a Screencheck Draft (prepared in InDesign), and a Final Version. The final document shall also be translated in Spanish.

## TASK D.2 PROJECT WEBSITE

Consultant proposes to develop a web application earlier than the RFP requests to better support the overall Project objectives. The application will be designed to meet the County's needs by offering essential Project details, including background information, schedules, community engagement activities, meeting notes, and a document library. Consultant recommends that the County also establish a page on the County's main website from which users will link to the Project web application and other key news, social media feeds and other frequently updated information can be posted. This web application, together with the County webpage, will serve as the primary platform for providing news, Project information, and links to social media. While the web application will be optimized to ensure that essential information is accessible on mobile devices, full functionality may vary depending on the device used. For further details on the web application and its capabilities, please refer to Task G.

## TASK D.3 SOCIAL MEDIA CONTENT/VIDEO

Consultant shall work with the County Public Information Officer to develop social media content for the Project. This may include developing content for Facebook, Instagram and X (formerly Twitter) for the Project and creating simple messages to encourage public participation in the Project. The messages will be developed at three points during the process: 1) to introduce the project to the community; 2) to coincide with the timing of the community workshops; and 3) to announce the release of the BDR.

As part of this Project, the Consultant shall also help to create a video describing the purpose of the Project in simple, layman's terms. The video will be brief (less than three minutes) and describe the purpose and importance of a BDR, the BDR phase of work, and ways for community members to engage in the process.

The process to develop and execute an effective social media campaign shall include (1) a strategy meeting with County Staff, conducting in-person interviews; (2) capturing engaging video footage and photographs; and (3) editing up to one (1) graphically rich video and developing educational social media stills.

### STRATEGY MEETING

The Consultant shall meet virtually with County staff to determine the specific outcomes of the social media content, discuss the target audience for the content, and decide which communication strategy will be most effective to meet the County's desired outcomes. This meeting's discussion will include topics like:

- Who currently engages with County social media?
- Who does the County want to reach through social media?
- Which social media platforms reach demographic groups?

Based on the strategy meeting, the Consultant shall build a tailored social media strategy that includes a tone and messaging guide, content creation timeline, and posting schedule.

### CAPTURING ENGAGING VIDEO FOOTAGE AND PHOTOGRAPHS

After the social media strategy has been developed, the Consultant shall coordinate with the County Public Information Officer to capture the necessary video footage and photographs to create engaging content.

Video footage will include in-person interviews with county staff and shots of Napa specific locations that relate to the BDR's main elements. The Consultant shall help organize and set up questions for in-person video interviews with County staff, including the PBES Director and a County Supervisor, which will capture the purpose and importance of the BDR. The Consultant shall rely on the County Public Information Officer to conduct the interviews and capture Napa specific footage with County owned equipment to reduce travel-related budget.

Photographs will be used in creating still social media content for the campaign, and can include Napa specific locations, people, and activities related to the specific messages being conveyed through the content. The Consultant shall coordinate with the County Public Information Office to plan the photographs needed for the content.

### EDITING GRAPHICALLY RICH VIDEOS AND DEVELOPING EDUCATIONAL SOCIAL MEDIA STILLS

Once the video footage and photographs have been captured, the Consultant shall edit the video footage and photos into targeted social media content in alignment with the social media strategy. The Consultant shall develop enticing graphics that help further convey the tone and message of the content while ensuring they are as accessible as possible (video captions, legible fonts, plain language, etc.). Video content will be less than three minutes, providing clear explanations of the BDR in non-technical terms through engaging graphics, crisp audio, and captivating tones that are tailored to the target audience's preferred communication style. Still content (up to four) will encourage participation in the BDR process through large legible text, enticing styles, and innovative formatting (story telling through photo slides on Instagram, mock messaging conversations on X, etc.).

## TASK D.4 COMMUNITY WORKSHOPS

The Consultant, shall hold two rounds of workshops to obtain input on the BDR. The first round, which will be held virtually, will introduce the community to the project and the purpose of the BDR. This workshop shall be held 3 times toward the beginning of the project. One of the virtual meetings will be held during the day so that staff from public agencies can attend. Consultant shall prepare the approach and content for the workshop, including agendas, a presentation, workshop materials and a workshop summary (for all three workshops combined). The content for these three workshops will be the same.

The second round of workshops will identify data, issues and opportunities that should be included in the report. Consultant approach is to hold four (4) in person workshops in different locations in the County and four (4) virtual workshops. The content of all workshops will be the same. The workshop will include an overview presentation followed by small group discussions or stations on different topics. The workshops will be held after Draft BDR chapters have been completed but prior to the finalization of the report.

County staff will coordinate logistics for each workshop including: reserving meeting space, providing presentation technology, providing refreshments (if desired), circulating meeting announcements and flyers through County channels (i.e., Board of Supervisor meeting announcements, social media posts, and/or City newsletters) and providing staff as facilitation support.

Consultant staff shall be responsible for developing all content, facilitating the meeting, providing up to 3 staff members at each meeting, and preparing summary notes.

## TASK D.5 DISADVANTAGED COMMUNITIES FOCUS GROUP

To enhance the team's understanding of environmental justice, health and equity issues in the County, Consultant is proposing to host a virtual focus group with non-profit organizations in the County. The purpose of these meetings will be to better understand the key issues and topics that impact health in the County. This information will determine some of the topics that can be included in the disadvantaged community analysis.

## TASK D.6 KEY LEADER INTERVIEWS

The Consultant shall conduct up to three (3) virtual, one-hour interviews with key leaders about issues and opportunities in the County. Key leaders will be identified with County staff and may include elected and appointed officials, County staff leadership, advocacy organizations, business owners, developers, and other community leaders. Following initial analysis, the Consultant shall prepare the approach and content for the interviews to ask questions and discuss key issues.

## TASK D.7 TRANSLATION SERVICES

Spanish translation of community outreach materials will be provided. Interpretation services can be provided upon request, with the County's preferred interpreter. Consultant has budgeted for interpretation services at each community workshop meeting (eight (8) total). In addition, Spanish translation of technical work products can be provided upon request, with any budget implications to be discussed and confirmed with staff prior to implementation.

Outreach materials to be translated include the following:

- Project Factsheet
- Community Workshop Materials

## OPTIONAL ENGAGEMENT

In addition to the above tasks, the Consultant can develop a more robust community engagement initiative and provide these initiatives at an additional cost. A preliminary list of engagement activities includes the following:

- **Logo and Branding.** Consultant can prepare unique branding materials for the Project. This will include a logo, a color palette, document layouts and fonts, and templates for PowerPoint presentations. All public materials identity (including the website) would use the Project branding.
- **Pop-Up Workshops.** In addition to the in-person and virtual workshops, Consultant can develop materials for and implement a series of pop-up workshops throughout the County. The pop-ups will be held in key locations and will be intended to inform the community about the process and collect high-level information on issues and topics to address in the BDR.
- **Online Survey.** Consultant can prepare online convenience surveys (not statistically valid surveys) to obtain feedback on topics to include in the BDR. The survey can be available through a link on the Project website and can be announced through email blasts and virtual flyers. Consultant shall prepare survey content with support from County Staff, facilitate and monitor the survey, and provide a technical memo with the topline survey results; a detailed survey report is not included.

### Task D Deliverables

- Engagement Strategy (Word and PDF Format) (Admin Draft; Final Draft)
- 1- or 2-page Project Factsheet (Admin Draft in Word; Screencheck draft in InDesign and PDF; Final in InDesign and PDF)
- Project Web application, located within the County website, and maintenance
- Social Media Content (3x during the process; delivered in unformatted text)
- One (1) Project Video
- Round One of Community Workshops (same content at all meetings)
  - Three (3) virtual meetings
  - Workshop materials (as needed and within the project budget)
  - Summary notes (Admin Draft and Final)
  - Up to three (3) facilitators at each workshop
- Round Two of Community Workshops (same content at all meetings)
  - Four (4) in-person workshops held in different locations in the County
  - Four (4) virtual workshops
  - Workshop materials (as needed and within project budget)
  - Summary notes (Admin Draft and Final)
  - Up to three (3) facilitators at each workshop
- One (1) Disadvantaged Communities Focus Group Meeting (including a brief presentation, discussion questions, and summary notes)
- Three (3) virtual Key Leader Interviews (including an agenda, questionnaire prompt, and summary notes for all three interviews combined)

### Task D Assumptions

- County staff will coordinate logistics for each workshop including: reserving meeting space, providing presentation technology, providing refreshments (if desired), circulating meeting announcements and flyers through County channels (i.e., Board of Supervisor meeting announcements, social media posts, and/or City newsletters) and providing staff as facilitation support.
- Depending on staff availability, resources, and project schedule combination virtual/in-person community workshop meetings may be considered, in collaboration with the County.
- All meeting materials will be developed in collaboration with County staff and reviewed prior to distribution.
- County staff will capture video footage and photographs for the social media campaign with County owned equipment, including conducting in-person interviews.
- Spanish interpretation services can be provided upon request, with the County's preferred provider. Consultant has budgeted \$1,500, per community workshop (eight [8] total). Depending on the provider, this amount may need to be adjusted.

- To optimize Project Website performance and information, the County will be responsible for ensuring that its Esri environment is updated so that applications can meet the most current accessibility standards, and that it provides guidance to Consultant on any County-specific accessibility requirements for web applications and content.

### Task E: Agency Engagement

Consultant shall work with PBES staff to meet with County departments, local cities and towns, Tribes, special districts, school districts, relevant State and Federal agencies, regional agencies, relevant community-based organizations (CBO), and neighboring counties. If feasible, Consultant proposes the creation of a formal BDR Committee. This committee would not only serve to facilitate collaboration and input during the BDR update process but could also support long-term interdepartmental coordination necessary for keeping GIS data up to date. Consultant proposed approach is to hold two full group meetings with the Agencies and a round of serial meetings, where Consultant shall meet one-on-one with each Agency in small groups to review existing conditions and discuss issues and opportunities. The proposed flow is as follows:

- 1. Kick-off Meeting (full group).** The first meeting will be a kick-off meeting that involves the full group of agencies. The purpose will be to introduce the Project to ensure that all parties are on the same page about the purpose, need and timing of the Project. This will include an overview presentation followed by Q&A and discussion to identify high-level issues and opportunities for the County.
- 2. Review Existing Conditions/Issues/Opportunities (small group meetings).** In the next round of meetings, County staff (with support from the Consultant) will meet with Agencies in smaller groups. The purpose of these meetings will be to review key findings and confirm the issues and opportunities identified for each topic, including data collection and maintenance needs and gaps. Consultant thematic organization of the topics should assist in assembling the agencies into smaller groups.
- 3. Review Overall Report (full group).** The last Agency meeting for this stage of the Project will bring all the Agencies together to discuss the key findings from the BDR.

In addition to confirming that all the information is correct and up to date, the purpose of these meetings and for the formation of a BDR Committee will be to establish strong relationships with each Agency in preparation for the larger GPU process.

### Task E Deliverables

- BDR Committee/Agency Membership List
- Five (5) Virtual Meetings Total, including Preparation and Attendance

### Task E Assumptions

- County staff will assist in identifying and inviting key interested groups to participate in the BDR Committee, as well as capture summary notes for team distribution.
- Committee meetings and other agency meetings will be held virtually.
- All meeting materials will be developed in collaboration with County staff and reviewed prior to distribution.
- The Project budget supports a total of five (5) BDR committee/agency meetings over the course of the planning process, including two (2) full-group meetings and one (1) round of small group meetings (three group meetings total). Attendance by up to three Consultant staff are assumed for each meeting.

## Task F: Preparation of BDR and Visual Story Map

This task represents the preparation of the Baseline Development Report, including the administrative draft for staff review, a draft for interested groups and community review, and a final BDR for Planning Commission and Board of Supervisor review. This task also includes the Executive Summary in the format of an Esri Story Map. The combined BDR and Story Map includes an assessment of existing conditions and trends across all CEQA and General Plan topics. This assessment will be grounded in knowledge of local conditions and context, including understanding of County's place in the region and surrounding cities. The Consultant shall draw from existing regional and County plans to assist with this effort. Importantly, development of the BDR will be paralleled with community outreach to identify community issues and opportunities. Ultimately, this task will conclude with clear answers to the questions of "Where are we now, and where are we headed?".

Each chapter of the BDR will prioritize the presentation of information in graphically rich formats supportive of the CEQA document and Story Map. Each chapter will conclude with a summary of key findings to provide the foundation for developing a future vision, goals, policies and implementing actions in the future General Plan Update.

### REPORT FORMATTING

In accordance with the RFP and in coordination with the County, all reports and documents will be maintained and provided electronically through a shared Project folder. The BDR chapters will be clear, comprehensive, well-organized, consistently formatted, internally consistent, and data rich. A separate Executive Summary that is attractive, succinct, graphically rich, and written in

an accessible manner will also be provided as described in Task F.4.

The following subtasks detail the scopes of work and methodology for the preparation of each draft of the BDR and the Esri Story Map Executive Summary.

## TASK F.1: DEVELOPMENT OF ADMINISTRATIVE DRAFT BDR CHAPTERS

The Consultant shall first prepare an Administrative Draft BDR for County staff review. Each chapter will be designed to provide the necessary background and data analysis for the applicable sections of the future General Plan EIR while also delivering visual content and key findings that will inform and support the final Executive Summary Story Map. Consultant methodology for developing each chapter is outlined below and will include the latest data and trends in Napa County to ensure relevance and applicability to ongoing planning efforts.

### TASK F.1.A AGRICULTURAL RESOURCES

This chapter of the updated BDR will provide an updated inventory of the agricultural and forestry resources in Napa County. The updated Agricultural Resources chapter will describe Napa County's agricultural distribution and production, while documenting the relative importance of agriculture in Napa County and the local economy. The Agricultural Resources chapter will also provide a regulatory framework that discusses applicable federal, state, and local regulations.

Consultant shall utilize the catalog of existing agricultural information in the County's GIS Hub (e.g., Farmland Mapping & Monitoring Program [FMMP], agricultural land use categories, Williamson Act) and identify data that may need to be updated as part of the BDR update process. Consultant shall also generate new tools to visualize agricultural resources (e.g., multiyear FMMP and crop trends) and additional information useful to the analysis of agricultural and forestry resources (e.g., agricultural zoning and timber/forestland). Information presented in the updated Agricultural Resources chapter is intended to complement the spatial data – graphics and tables will be accompanied by concise data summaries and conclusions.

An integral part of the analysis of agricultural resources will be to identify agricultural conversion trends. Past and potential future agricultural conversion trends, as well as the identification of potential unused or underutilized productive agricultural lands, will inform the future update of the Agricultural Preservation and Land Use Element of the County General Plan.

### TASK F.1.B AIR QUALITY

At the request of the County, this chapter is being separated from the Air Quality and Climate Change

chapter of the 2005 BDR and will serve as a stand-alone chapter. This chapter of the updated BDR will provide an updated summary of the major air pollutant emission sources in Napa County, and list federal, state, and local plans, policies, and standards that are relevant to the analysis of air quality in the County. Existing air quality conditions in the County will also be discussed. Existing conditions will be assessed by reporting ambient air quality monitoring data in the County for recent years available from the Bay Area Air Quality Management District (BAAQMD) and a comparison against the National Ambient Air Quality Standards (NAAQS) and California Ambient Air Quality Standards (CAAQS).

Consultant shall outline key legislation, plans, and initiatives that have been adopted to control and regulate sources of air pollutant emissions in the County. The BDR will be updated to emphasize visual data formats and ease of future updates. The chapter will highlight the ambient air quality monitoring data in the County for recent years with graphical comparisons to the NAAQS and CAAQS. The BDR will utilize the existing inventory of environmental documents and studies within the County that document air pollutant emissions that have been estimated for specific activities, such as residential wood smoke emissions and mobile sources (vehicle miles traveled [VMT]), to establish a baseline for which can be used for the analysis of future development that may occur throughout the County. Such data sets will be presented in simplified tables within the BDR but also contained in a more detailed spreadsheet in an appendix.

#### TASK 1: BIOLOGICAL RESOURCES AND WILDLIFE CONNECTIVITY

This chapter of the BDR will cover the County's baseline conditions for biological resources, along with federal, state, and local plans, policies, and standards that are relevant to the analysis of these conditions. Current conditions and related forecasts will be assessed against existing standards, targets, and expected future conditions.

Consultant shall update the Biological Resources chapter by incorporating information that has become available since the 2005 BDR. Numerous large-scale habitat restoration efforts have occurred in the county, as well as several large wildfires that have changed land cover and habitats for wildlife and plant species. There have also been several regulatory changes since 2005 at the federal, state, and local level which influence how sensitive biological resources are managed. Finally, the understanding of projected impacts of climate hazards on ecological processes, especially sea level rise, has substantially broadened.

Federal and state listed wildlife and plant species documented in the 2005 BDR, as well as newly listed

species, have been thriving in the County. Special-status species records since 2005 document increases in populations of the federally threatened California freshwater shrimp, the newly federally and state-listed foothill yellow-legged frog, and increased numbers of listed anadromous fish spawning in Napa County rivers and streams. Several sensitive bumblebee species occurring in the county, such as Crotch's bumble bee, are now candidates for state listing, along with the burrowing owl.

Based upon these updates and other considerations, the Biological Resources chapter of the BDR will require a comprehensive update. Information on the County's changed biotic environment will need to be documented using the latest information. For instance, California Department of Fish and Wildlife's Vegetation Classification and Mapping Program and the San Francisco Estuary Institute (SFEI) have conducted new fine-scale land cover mapping. The County has also recently updated its land cover layer utilizing aerial photography from 2016. Strategic site assessments will be conducted to ground-truth updated land cover mapping, as well as to assess any changes to the Evaluation Area Resources.

New wildlife corridor and terrestrial/aquatic connectivity studies have been conducted since the 2005 BDR which have provided additional insights into how Napa County habitats and species locally and regionally connect. Additionally, new conservation planning documents, such as the Napa-Sonoma Marshes Wildlife Area Land Management Plan and the San Francisco Bay Plan, have been developed that provide updates to the status of biological resources in the County. Other entities, such as the Napa County Watershed Information and Conservation Council (WICC), have produced guidance on specific watershed basin-focused conservation approaches for the County that will be documented in the BDR Update.

To facilitate future assessment of biological resources in the County, a series of maps will be created to spatially depict land cover, sensitive species habitats, and wildlife corridors. The updated chapter will use these figures and other graphics to display these and other updates in an easy-to-use format. Consultant shall incorporate the most informative GIS layers as available from the agencies and studies listed above, supplemented by other resources where needed. Links will be provided to the complete GIS dataset used to develop this chapter of the BDR, and to specialized tools that are useful for developing detailed, location-specific assessments.

#### TASK 10: GEOLOGICAL RESOURCES

This chapter of the BDR will cover conditions in the County relative to geology and soils, seismic issues (faults, seismic shaking, and seismic-induced ground failures), landslides, and unstable soils, along with federal, state, and local regulations, policies, and standards that are relevant to the analysis of geology in the County.

Current conditions will be assessed against standards and regulations in the California Building Code, earthquake and seismic laws, and local codes and policies. The information in this chapter will provide the basis to evaluate current and future policies at the local and Countywide level as they relate to geologic, seismic, and soil conditions.

Consultant shall update the Geological Resources chapter by incorporating information that has become available since the 2005 BDR. The methodology of seismic design has been updated since 2005 and uses a more rigorous approach. The 2022 Groundwater Sustainability Plan (GSP) covers the Napa Valley Groundwater Basin and updates the understanding of geological and hydrological conditions in the valley area. Investigations of the 2014 earthquake on the West Napa Fault provide updated geologic and seismic setting information in the western portion of the County. The Construction General Permit was updated in 2022 with updated regulatory requirements that require erosion control during construction. The Napa Countywide Stormwater Pollution Prevention Program provides guidance for project design that also addresses post-construction runoff and erosion. The updated information will be incorporated into the BDR to be consistent with the current County General Plan. The updated Geology chapter will also provide maps of the County showing the locations of faults, the degree of potential seismic shaking, and the extent of areas known to be susceptible to liquefaction, landslides, and unstable geologic units and soils.

Paleontological resources are included in the CEQA Appendix G list of environmental impacts to be analyzed and are included in CEQA document geology chapters. The 2005 BDR did not include information on paleontological resources. Information and regulations on paleontological resources will be added to the Geological Resources chapter and will be largely based on the distribution of geologic units that have the potential to contain paleontological resources. In addition, the University of California Museum of Paleontology database will be searched to identify paleontological resources previously identified within the County. The paleontological resources information and requirements established in the County GPU will be incorporated into the BDR.

#### TASK 11: GROUNDWATER HYDROLOGY

This chapter of the BDR will cover conditions in the County relative to groundwater, along with federal, state, and local regulations, policies, and standards that are relevant to the analysis of groundwater in the County. Current conditions will be assessed against standards and regulations in the Clean Water Act, Porter-Cologne Water Quality Control Act, Sustainable Groundwater Management Act (SGMA), and local codes and policies.

The information in this chapter will provide the basis to evaluate current and future policies at the local and Countywide level as they relate to groundwater conditions.

Consultant shall update the Groundwater Hydrology chapter by incorporating information that has become available since the 2005 Baseline. In 2014, California passed SGMA with the goal of establishing sustainable use of groundwater in the State. In response, the Napa County Groundwater Sustainability Agency was established to comply with SGMA and prepared the 2022 Groundwater Sustainability Plan (GSP). This GSP covers the Napa Valley Groundwater Subbasin and updates the understanding of groundwater conditions in the area. The GSP conducted modeling using current modeling software; no additional modeling will be needed for this BDR update effort. In addition, the GSP describes projects and management actions that can be applied to achieve and maintain sustainable management of the basin. The updates will be incorporated into the BDR to be consistent with the current County General Plan.

#### TASK 12: MINERAL AND ROCK RESOURCES

This chapter of the BDR will cover conditions in the County relative to mineral resources such as aggregate, mineral, and oil and natural gas, along with federal, state, and local regulations, policies, and standards that are relevant to the analysis of mineral resources in the County. Current conditions will be assessed against standards and regulations in the Surface Mining and Reclamation Act (SMARA), and local codes and policies. The information in this chapter will provide the basis to evaluate current and future policies at the local and Countywide level as they relate to mineral resources.

Consultant shall update the Mineral Resources chapter by incorporating current County mining records into the BDR, along with relevant updated information from the previously discussed BDR Geology chapter. In addition, the State Mining and Geology Board and Office of Mine Reclamation websites will be checked for new information and incorporated into the updated BDR. The updates will be incorporated into the BDR to be consistent with the current County General Plan.

#### TASK 13: SURFACE AND GROUNDWATER QUALITY

At the request of the County, this chapter of the BDR now includes a discussion of groundwater quality. The water quality chapter will describe baseline surface water quality conditions in the county, focusing on key parameters such as sediment, temperature, nutrients, and pathogens. Consultant shall also evaluate data from a range of existing models including the prior BDR surface water and water quality models, and hydrologic/hydraulic models developed by Consultant, to characterize key hydrologic and water quality information within the county.

To update the water quality chapter of the BDR, Consultant shall conduct a comprehensive analysis of existing water quality data and information for the Napa River Watershed (including water quality data from the City/County joint water sampling efforts for Lake Hennesey and Milliken Reservoir), Putah Creek Watershed/Lake Berryessa, and San Pablo Bay. This analysis will focus on establishing baseline water quality conditions, identifying trends over the past two decades, and providing a current assessment of water quality conditions. Key information will be presented in the web-based interactive resource developed for the BDR, with detailed technical methods and sources provided in a linked technical appendix.

The approach will integrate data from various sources to assess and summarize water quality conditions in the county's water bodies. Consultant shall analyze data for key water quality parameters including sediment/silt concentration, temperature, dissolved oxygen (DO), pH, nutrients, coliform bacteria, chlorophyll-a, and metals such as mercury, nickel, and copper. Data sources shall include reports from the SFEI, United States Geological Survey (USGS) reports and monitoring data, the California Environmental Data Exchange Network (CEDEN), the California Department of Water Resources (DWR) Water Data Library, and the State Water Resource Control Board's Surface Water and Groundwater Ambient Monitoring and Assessment Programs (i.e., SWAMP and GAMA programs). Consultant shall also evaluate relevant data from available water quality models including the model developed for the prior BDR.

Consultant shall evaluate water quality data against objectives set by the San Francisco Bay Regional Water Quality Control Board (RWQCB) Basin Plan (1995 and recent amendments) and the California Toxics Rule to identify exceedances and areas of concern. For parameters with Total Maximum Daily Loads (TMDLs) established since 2005 (i.e., for pathogens and sediment), Consultant shall incorporate information on the current state of pollutant sources and compliance with TMDL requirements. Similarly, Consultant shall document pollutants identified on the State Water Resource Control Board's current Clean Water Act section 303(d) list of impaired waters for both tidal and non-tidal waters in the county.

To characterize the potential impacts on cold-water anadromous fish species, Consultant shall summarize county data for temperature, DO, and pH data in the context of known thresholds for steelhead and Chinook salmon. Consultant shall also provide information on the relationship between nutrient concentrations, algal growth, and potential eutrophication effects.

Consultant shall develop a geodatabase of water quality monitoring locations and compile time series data for key parameters. This will allow for spatial and temporal

analysis of water quality trends across the county. This data can be linked to the BDR web portal and updated over time.

The primary deliverable for this chapter update will be water quality data presented on the BDR web portal summarizing publicly available water quality data and regulatory context for Napa County's water bodies, including interactive maps, charts, and data visualizations. Additionally, a detailed technical appendix will be provided, documenting all methodologies, data sources, and results of the water quality analysis.

#### TASK 1.1 SURFACE WATER HYDROLOGY

The surface water hydrology chapter will summarize the basic hydrologic conditions throughout Napa County covering topics including precipitation patterns, stream networks, flood risk, reservoir operations, maintenance, evapotranspiration, vegetation and landcover, groundwater interactions, and potential impacts on hydrology resulting from land use changes.

To update the surface water hydrology chapter BDR, Consultant shall conduct a comprehensive multivariate analysis of existing hydrologic and physiographic data. Utilizing the effective Laytonville precipitation pattern from the 1986 flood event, this analysis will focus on establishing baseline hydrologic conditions as well as identifying trends and changes over the past two decades, providing a current snapshot of hydrological conditions in Napa County. Key information will be presented in the web-based interactive resource developed by Consultant. Details on the technical methods and sources will be provided in a technical appendix linked to the online data.

Consultant's approach shall integrate data from various sources to assess and summarize the county's surface water hydrology. Consultant shall analyze precipitation patterns using rainfall gauge data available on Napa's One Rain and other public platforms, as well as updated isohyetal data (i.e., NOAA Atlas 14 as compared to isohyets developed at the time of the prior BDR), identifying any shifts in rainfall distribution, frequency or intensity. Consultant shall use published spatial datasets including the University of Oregon's PRISM dataset which is updated every ten years and can be used to capture changes in mean annual rainfall.

For characterizing stream network conditions, Consultant shall evaluate flow and physiographic data from available resources. Consultant shall develop a geodatabase of key physiographic data including shapefiles of drainage area and stream centerlines, raster data of watershed slope, and key hydrologic variables such as stream slope. Consultant shall use high resolution topography to augment the USGS National Hydrography Dataset (NHD) currently used by the County as the NHD can miss fine details such as culvert

crossings and drainage pathways not captured in the resolution of the topography applied in its development. Example topography includes the 2014 LiDAR of the Napa River valley floor which Consultant has used for hydrologic and hydraulic modeling and analysis to support the county and local municipalities including the City of Calistoga. Consultant shall use a more current version if available. In addition to physical data, Consultant shall collect available flow data from gages in the county and conduct flow duration curve analysis to estimate baseline conditions and trends in flow. Consultant shall conduct extreme value analysis for gages with sufficient data to estimate baseline and trends in peak flow magnitude and frequency for design flow events. Design flows will be estimated relevant to a range of considerations including more frequent events, such as the 2- and 10-year events, relevant to channel geomorphology and ecology, as well as less frequent events, such as the 100-year, relevant to flood risk.

To characterize flood risk conditions, Consultant shall also consult published resources used to define design flows, such as FEMA flood insurance studies, to compare updated baseline extreme value estimates and evaluate potential trends. Consultant shall document key flood control infrastructure (i.e. the Napa River and Creek Flood Project) and flood management practices. Additionally, Consultant shall compile flood hazard information from FEMA including most current Letters of Map Revision (LOMRs) from the past 20 years. FEMA initiated a study in January 2024, which will result in remapping flood hazards on the Napa River and key tributaries within the City of Calistoga and Napa County.

Consultant shall consult with FEMA to understand the status of this Project and summarize data and information developed by FEMA as part of this BDR chapter. As FEMA publishes flood hazard and supporting field data these can be uploaded to the BDR web portal.

To characterize reservoir operations, and their contribution to surface water hydrology in the county, Consultant shall evaluate existing data, operations and programs at major facilities including Lake Hennessey (including Friesen Lakes), Milliken Reservoir, Rector Reservoir, Bell Canyon Reservoir and Lake Berryessa. Consultant shall use available reservoir data provided by the county to evaluate and summarize water storage patterns, release schedules, and management strategies for this chapter of the BDR.

Stream maintenance practices and conditions will be summarized in this chapter, with associated spatial data documenting activities and projects on the BDR web portal. This summary will incorporate information from Napa County's Stream Maintenance & Watershed Management Program including key projects such as the Milliken Dam Removal & Flood Reduction Project and the Zinfandel Fish Passage Project, as well as ongoing efforts

in non-native invasive plant management and stream stewardship.

Evapotranspiration conditions and trends will be evaluated using OpenET and CIMIS network data, providing insights into changes in water demand and potential impacts of climate change. Spatial and gage data from CIMIS will be used to estimate baseline conditions and evaluate trends in evapotranspiration over the past two decades.

Land use, landcover and vegetation conditions and trends will be assessed using data from County's Land Cover Layer (2016), the Multi- Resolution Land Characteristics (MRLC) Consortium including National Land Cover Database (NLCD) data. Anticipated future land use as captured in general plan data will be evaluated to project future land use changes and their potential hydrologic effects.

To characterize groundwater conditions, Consultant shall evaluate available data, particularly data from the County Groundwater Sustainability Plan (GSP), Napa Subbasin Annual Report (WY 2024), State Water Board Watershed Supply and Demand assessment for the Napa River, and Napa Valley Integrated Hydrologic Model (NVIHM) on aquifer conditions, recharge rates, and groundwater-surface water interactions, incorporating data and findings from the Sustainable Groundwater Management Act implementation where applicable. Data available through the SGMA Data Viewer can be compiled and loaded to the BDR web portal. Consultant shall assess changes in groundwater levels, extraction patterns, well conditions, and groundwater extraction effects on streamflow.

Though Consultant does not recommend developing a new county-wide surface water model, Consultant shall collect data from available models and summarize key information for this chapter of the BDR. This will include evaluation of the prior BDR model and evaluation of models developed by Consultant including the integrated hydrologic-hydraulic model of the Napa River developed for the City of Calistoga Riverside Ponds project, hydraulic models used to guide stream restoration on the Napa River from Rutherford to Oakville Cross Road and from Oakville Cross Road to Oak Knoll avenue. Consultant shall evaluate other models available from the county including the effective FEMA model for the Napa River along with any model information developed by FEMA as part of their Napa River remapping study. Given the timing of the FEMA study, Consultant does not anticipate their full model to be complete at the time of this stage of the BDR development.

The updated surface hydrology chapter will synthesize this information into visual resources accessible on the BDR web portal including charts, maps, and spatial and temporal datasets. Consultant shall identify key trends

and changes since the previous BDR, providing context for how these shifts may impact water resources management, flood risk, and ecosystem health. In addition to online products, a technical appendix will be developed describing all methods, sources, and results for data compiled and developed for the surface water hydrology chapter of the BDR. Consultant shall provide a draft technical appendix to the county and, following one round of comments consolidated by the county, Consultant shall provide a final technical appendix.

#### TASK 10: CULTURAL AND HISTORICAL RESOURCES

This chapter of the updated BDR will provide an updated inventory of the cultural and historical resources in Napa County. To begin, Consultant shall conduct a records search at the Northwest Information Center (NWIC) of the California Historical Resources Information System. The records search will focus on known cultural resource locations to update Table 14-1 and 14-2 presented in the 2005 BDR Cultural Resources chapter. Consultant shall compile relevant data layers to delineate areas of archaeological sensitivity in the County to update the cultural sensitivity assessment provided as Map 14-3. Useful datasets to determine sensitivity will include, but not be limited to, geology, soils, historic waterways, slope, aspect, and vegetation. Consultant shall also update information related to early and recent archaeological investigations in Napa County using existing cultural reports on file with the County, current literature and datasets. Information on indigenous groups will be moved to a new Tribal Cultural Resources chapter. Furthermore, Consultant shall update information related to historical resources of the built environment in Napa County using current literature and datasets. Finally, Consultant shall review and update the federal, State, and local policies related to cultural resources.

#### TASK 11: LAND USE AND COMMUNITY CHARACTER

Consultant shall prepare a land use existing conditions report. The purpose of this report is to lay the groundwork for the GPU process and the associated EIR.

Topics in this report may include:

- Existing land use map and table
- Map and descriptions of General Plan designations
- Map and description of County zoning districts
- Analysis of discrepancies between General Plan designations and zoning
- Growth projections and pipeline projects for the County
- Calculation of maximum development capacity under the "No Net Loss" legislation (SB 330)
- Maps identifying development characteristics such as population density, housing density, job locations and other land use key characteristics.
- Map and general description of the overall character of different areas of the County.
- Summary of State laws impacting land use

#### TASK 12: PUBLIC FACILITIES AND SERVICES

This chapter of the BDR will provide an overview of public facilities and services in Napa County, including law enforcement, fire protection, medical facilities, schools, farmworker housing, social services.

##### LAW ENFORCEMENT

Consultant shall cover the structure and resources of law enforcement in Napa County, including staffing levels, service areas, and response times. Consultant shall collect data from the County Sheriff's Office, local police departments, and relevant crime statistics reports from the California Department of Justice. Consultant shall also review community policing initiatives and technological improvements in law enforcement. A law enforcement service area GIS layer will be provided.

##### FIRE PROTECTION

Consultant shall provide an overview of fire protection services in Napa County, covering both municipal and rural fire protection districts. Data sources include the Napa County Fire Department, Cal Fire, Office of Emergency Services (OES), Safety Element, 2020 and 2025 Hazard Mitigation Plans, and local Community Wildfire Protection Plans. The analysis will consider staffing levels, response times, fire station locations, and updated information on wildfire risks due to climate change. A fire service area GIS layer will be provided.

##### MEDICAL FACILITIES

Consultant shall evaluate the availability and distribution of healthcare services in Napa County, including hospitals, urgent care centers, and specialty services. Consultant shall gather data from local healthcare providers, the County Department of Public Health, and state healthcare statistics. Updates will focus on emergency preparedness, accessibility of services, and any expansions or closures of medical facilities. Consultant shall use maps and infographics to illustrate the distribution and capacities of hospitals, clinics, and emergency services. A medical and emergency response facilities GIS layer will be provided.

##### SCHOOLS

Consultant shall cover the public and private schools within Napa County, assessing enrollment trends, school capacity, and facilities. Consultant shall source data from the Napa Valley Unified School District, other local school districts, and the California Department of Education. Consultant shall include updates on new school construction, modernization projects, and school safety initiatives. A school district boundaries and facilities GIS layer will be provided. A school district boundaries and facilities GIS layer will be provided.

##### FARMWORKER HOUSING

Consultant shall focus on housing available to Napa County's farmworker population, including permanent

and seasonal housing. Consultant shall collect data from the County Housing and Homeless Services, County Housing Authority, the California Department of Housing and Community Development, and local nonprofit organizations involved in affordable housing. Consultant shall explore the use of charts to summarize housing availability, capacities, and recent developments in housing programs. A farmworker housing facilities GIS layer will be provided.

## SOCIAL SERVICES

Consultant shall provide an overview of social services available in Napa County, including services for low-income populations, seniors, and people with disabilities. Consultant shall source data from the County Health and Human Services Agency, state social services data, and local CBOs. Consultant shall explore the use of infographics and maps to depict the distribution and capacity of these services. A social service facility locations GIS layer will be provided.

## TASK 1: RECREATION

This chapter is new to the BDR. Consultant shall evaluate parks, open spaces, and recreational facilities in Napa County. Consultant shall gather data from County Parks and Open Space District, municipal parks departments, and the California Department of Parks and Recreation and other state agencies. Consultant shall also identify Federal lands providing for recreation as well as those owned and maintained the Land Trust of Napa County. Consultant shall present parks, trails, and recreational areas with maps to show service distribution and features.

## TASK 2: TRANSPORTATION AND CIRCULATION

Consultant shall update the Transportation and Circulation chapter of the baseline data report for updated information regarding the transportation system. Consultant shall use documents including, but not limited to, the 2019 Circulation Element, the 2024 Housing and Safety Element Updates, the 2022 Traffic Impact Study Guidelines, the 2016 Napa Countywide Pedestrian Plan, 2019 Napa Countywide Bicycle Plan, and the ongoing NVTVA Napa Valley Travel Behavior Study (and other relevant ongoing NVTVA efforts) to update the data for key topic areas. It is noted that the Consultant Team is the author of many of these documents, and this familiarity is critical when combined with Consultant's extensive CEQA knowledge. Key Transportation and Circulation metrics to be investigated and documented (if data is available), include:

- Updated Federal, State, Regional and Local policies
- Roadway segment operations and Levels of Service (LOS)
- Multimodal collision data and trends
- Transit routing, scheduling and ridership information

- Active transportation modes (bicycle, pedestrian, and other micromobility options)
- Regional transportation and circulation trends (mode split, origin-destination, and other survey data)
- Passenger and freight rail connections
- Traffic Calming, Safe Systems, and Transportation Demand Management programs
- Vehicle-Miles Traveled information
- Wildfire/Flood emergency evacuation routing information

Consultant shall review information from local and regional studies to inform the above metrics. Data will be reviewed and summarized into narrative, graphical and tabular summaries, where appropriate. Traffic count information will be requested from local jurisdictions; as an optional task, Consultant shall collect 5-day roadway segment traffic counts at up to 40 locations within the unincorporated County of Napa. Collision data will be requested from the UC Berkeley TIMS database or the SWITRS database. Vehicle-miles traveled information will be developed using the NVTVA Napa-Solano Travel Demand Model and data from the ongoing NVTVA Napa Valley Travel Behavior Study, if available. Emergency evacuation routing information will be based on the Safety Element Update as well as other evacuation studies being completed for CEQA purposes in other areas of the County.

## TASK 3: TRIBAL RESOURCES

This chapter is new to the BDR and will provide an inventory of tribal resources in Napa County. To begin, Consultant shall request a Sacred Lands File search and list of Napa County Native American Tribes from the Native American Heritage Commission. Consultant shall next review and update the Prehistoric Context from the 2005 Baseline Data Report and draft a new context statement for the Tribal Cultural Resources chapter using current literature and datasets. Finally, Consultant shall provide a summary of the federal, State, and local policies related to tribal cultural resources.

## TASK 4: UTILITIES AND PUBLIC INFRASTRUCTURE

This chapter is new to the BDR and will provide an overview of utilities and public infrastructure in Napa County, including water supply, sewer service, and solid waste management.

## WATER SUPPLY

Consultant shall analyze the current water supply infrastructure in Napa County, focusing on sources, distribution, and future demands. Consultant shall collect data from local water agencies, including the County Flood Control and Water Conservation District, municipal water utilities, and relevant urban water management plans. Consultant shall also incorporate groundwater sustainability plans, climate change models, and state water resource reports to understand long-term

challenges. A water supply networks (public and private providers) GIS layer will be provided.

### SEWER SERVICE

Consultant shall assess the capacity and condition of Napa County's wastewater collection and treatment systems. Consultant shall gather data from the Napa Sanitation District, city-specific wastewater management plans, and regulatory agencies such as the San Francisco Bay RWQCB. Consultant shall present data with maps and infographics highlighting service areas, capacities, and future challenges. A sewer and waste management facilities GIS layer will be provided.

### SOLID WASTE MANAGEMENT

Consultant shall examine solid waste management in Napa County, focusing on waste collection, recycling programs, and landfill capacity. Consultant shall source data from Napa Recycling and Waste Services, CalRecycle reports, and county-specific waste diversion targets. The section will also evaluate updates in waste reduction policies and new recycling technologies.

### TASK 1: VISUAL AND AESTHETIC RESOURCES

This chapter of the BDR will describe the visual resources of Napa County in terms of the built environment (urban landscape), open space (including agricultural land and natural, undeveloped land), and scenic corridors (views from a recognized roadway or other linear feature having archeological, cultural, historic, natural, recreational, and/or scenic qualities). The visual and aesthetic resources chapter will include graphical and visual aids (e.g., resource map exhibits, photographs of key and representative visual resources, photographs of scenic views). The chapter will also include the current regulatory framework as applicable to visual and aesthetic resources to clearly illustrate the extent to which visual and aesthetic resources are affected from a regulatory perspective.

Consultant shall incorporate information that has become available since the 2005 BDR and conduct a reconnaissance visual survey of the County to assess and document current visual conditions. Information that has become available since the 2005 BDR will include relevant planning documents and visual and aesthetic resources analyses in environmental documents that have been prepared for projects in the County since 2005. The review of these documents will facilitate development of a current and updated inventory of Countywide visual and aesthetic resources, including viewsheds and scenic corridors that have been recognized or adopted since publication of the 2005 BDR.

Regarding the reconnaissance visual survey of the County, the visual and aesthetic resources chapter of the 2005 BDR notes that the photos presented in the chapter are only a small representative sample of the County's visual and aesthetic qualities. The chapter will recommend

that County staff continue to update the database to include a more comprehensive sampling of the County and that photo locations should be reshot every two to three years, or when an activity or event occurs that alters the visual landscape of an area (such as Consultant development project, or a fire). Accordingly, Consultant shall conduct a reconnaissance visual survey of the County that focuses on the objective to expand and update the photographic visual resources inventory presented in the 2005 BDR. As applicable, the updated Visual and Aesthetic Resources chapter will reflect, both descriptively and visually, how the focus on compact infill development that has steadily increased since 2005 has physically manifested in the County. The updated visual and aesthetic resources chapter will minimize text to the extent possible and focus on visual content and analysis, provide links to source documents, and include summaries of key findings that can be updated in the future.

### TASK 2: DISADVANTAGED COMMUNITIES

This chapter is new to the BDR. Consultant shall prepare a stand-alone disadvantaged communities report. The report will identify overall health conditions in the County, factors that impact health (including the built environment, natural environment, and socioeconomic conditions), and specific census tracts that are defined as "disadvantaged communities." The report is an initial step in fulfilling the requirements of Senate Bill 1000 (also known as the 2016 Planning for Healthy Communities Act), SB 244, and SB 535.

Senate Bill 1000 (SB 1000) requires jurisdictions that have "disadvantaged communities" to incorporate environmental justice (EJ) policies into their general plans, either in a separate EJ element or by integrating related goals, policies, and objectives throughout the other elements. Specifically, general plans for jurisdictions that have disadvantaged communities must:

- Prioritize improvements and programs that address the needs of disadvantaged communities
- Promote safe and sanitary homes in disadvantaged communities
- Promote public facilities in disadvantaged communities
- Reduce exposure to pollution, including improving air quality in disadvantaged communities
- Promote food access in disadvantaged communities
- Promote physical activity in disadvantaged communities
- Reduce any unique or compounded health risks in disadvantaged communities
- Promote civic engagement in the public decision-making process in disadvantaged communities.

This report, therefore, will identify disadvantaged communities in Napa County and summarize conditions related to each of the required environmental justice topics – safe and sanitary homes, public facilities, exposure to pollution, food access, physical activity, and

other unique or compounded health risks. The report will include a significant amount of data and maps with descriptions of the relationship between the built environment and health equity outcomes.

## TASK 5: REPORTING OF GAS EMISSIONS AND ADAPTATION

At the request of the County, this chapter has been separated out from the Air Quality and Climate Change chapter of the 2005 BDR and includes information contained in the Energy Consumption chapter of the 2005 BDR. This chapter of the BDR will cover the County's baseline conditions for energy consumption, greenhouse gas emissions (GHGs) and climate change hazards and vulnerabilities, along with federal, state, and local plans, policies, and standards that are relevant to the analysis of these conditions. Current conditions and related forecasts will be assessed against existing standards, targets, and expected future conditions. Results will provide the basis to evaluate current and future policies and mitigation planning, including general plans and associated program EIRs, at the local and Countywide level as they relate to energy, GHGs and climate change adaptation.

Consultant shall summarize applicable federal, state, and local regulations regarding energy, GHG emissions, and climate change, and compile existing energy and GHG emissions data for the unincorporated County as well as the five incorporated cities. Consultant shall also describe the climate change hazards and vulnerabilities faced by the County by examining a broad range of potential impacts to human populations and infrastructure resulting from higher temperatures, sea level rise, and changes in precipitation, including increased hazards related to extreme heat, wildfire, air quality, drought, and flooding. The chapter will largely rely on existing studies, plans, and data, as noted below.

Consultant shall strive for consistency with data sources and maps used in other BDR chapters that have a nexus with climate change, including Hazards and Safety, and Surface Water, and Biology.

### GREENHOUSE GASES

Consultant shall compile data from the most recent countywide GHG inventory developed by the County (Final Napa County Regional 2019 Community Greenhouse Gas Inventory Update Summary, Ascent, 2022) as well as its 2005 regional inventory from the 2009 Napa Countywide Community Climate Action Framework (Napa County Transportation & Planning Agency [NCTPA] 2009). Consultant shall also incorporate data from the County's Short-Lived Climate Pollutant Inventory (Ascent, 2023) and the County's Carbon Stock Inventory Report (Ascent, 2023) and Bay Area Green Print (<https://www.bayareagreenprint.org>), which estimate the

CO<sub>2</sub> stored by the County's vegetation and soils, by vegetation/land cover type.

Community-wide GHG data will be summarized by jurisdiction and by sector and evaluated for trends. Emissions forecasts for all sectors will be developed for key planning horizons (e.g., 2030 and 2045) based on socioeconomic data sets that are consistent with local and regional planning studies. Data will be structured and presented in a manner that facilitates assessment and evaluation of proposed plans and projects with respect to GHG emissions and climate impact. In particular, the data will be organized and presented in tables and charts that allow planners to assess the effects that various policies, strategies and actions will have on future emissions. The sectoral breakdown will include:

- Buildings
- On-road transportation
- Off-road equipment
- Agriculture
- Solid waste
- Water
- Wastewater
- Short-Lived Climate Pollutant (SLCPs)
- Sequestered carbon (land-based carbon stock)

In cases where sectoral activity data can be spatially represented (e.g., soil carbon and above ground carbon stock), GIS data layers will be provided.

### ENERGY

Tables and graphs depicting electricity and gas consumption will be included as well as peak electricity demand in Napa County over the past 20 years, with results broken down by sector (e.g., residential, commercial, industrial, agricultural, water infrastructure,) so that energy use trends can be assessed from multiple perspectives. Energy consumption data and fuel sales data will be collected from the California Energy Commission. An existing capacity assessment of electricity transmission lines and natural gas transmission pipelines will also be presented. Napa County's electricity producing facilities will be identified along with their generation capacity.

Similar data on transportation energy use will be broken down by gasoline, diesel, alternative fuels, and electricity, along with a summary of existing petroleum and hydrogen fueling stations and electric vehicle charging stations.

### CLIMATE CHANGE HAZARDS AND VULNERABILITY

In general, climate change impacts will be evaluated under two Representative Concentration Pathways (RCPs) developed by the Intergovernmental Panel on Climate Change and commonly used for climate resilience planning: RCP 4.5 (low GHG emissions scenario) and RCP 8.5 (high GHG emissions scenario). The County's climate change hazards and vulnerabilities related to extreme heat, wildfire, air quality, drought, extreme

weather and flooding, and vector borne illness will be assessed, summarized and presented using a broad range of tools, plans and data sets, including but not limited to the following key resources:

- Napa County's Final Climate Vulnerability Assessment (April 2024)
- Napa County Regional Climate Action & Adaptation Plan (anticipated completion - Spring 2025)
- CalAdapt (<https://cal-adapt.org>)
- CalEnviroScreen 4.0 (OEHHA)
- California Heat Assessment Tool (CHAT)
- San Francisco Bay Shoreline Adaptation Atlas (SFEI, SPUR)
- Adapting to Rising Tides: Bay Area (BCDC, 2020)
- Our Coast Our Future (USGS Coastal Storm Modeling System)
- Federal Emergency Management Agency (FEMA) data
- Wildfire Risk to Communities tool (USDA)
- CalFire maps for Local Responsibility Areas (LRAs) and Fire Hazard Severity Zones
- 2020 Napa County Multi-Jurisdictional Hazard Mitigation Plan
- 2021 Community Wildfire Protection Plan
- 2022 Groundwater Sustainability Plan
- 2022 Drought Contingency Plan
- 2023 Safety Element Update
- ABAG's Bay Area Hazard Viewer
- Water Availability Analysis (WAA) Guidelines (2015 and update in progress)

To facilitate future assessment of risks to geolocated assets and communities throughout the County, a series of maps will spatially depict the exposures and vulnerabilities of sensitive populations and major infrastructure assets to extreme heat, wildfire risk, riverine flooding, and sea level rise. Consultant shall utilize maps from existing studies where possible, and will strive for consistency with existing studies completed by the County, such as the Final Climate Vulnerability Assessment (April 2024). Consultant shall also incorporate the most informative GIS layers as available from the agencies and studies listed above, supplemented by other resources where needed. Links will be provided to the complete GIS dataset used to develop this chapter of the BDR, and to specialized tools that are useful for developing detailed or downscaled geospatial assessments.

## TASK 2: NOISE

This chapter of the BDR will provide an updated summary of the major noise and vibration sources in Napa County, including roadway traffic, aircraft, Napa Valley Wine Train, agricultural activity/wine production, construction activities, and amplified sound/events. This update will support future decision-making for noise and vibration-related policies and mitigation planning.

Consultant shall update the Noise chapter to further emphasize visual data formats and ease of future updates. The chapter will highlight an inventory of existing noise levels within the County with specificity with respect to distance from noise sources. The BDR update will also utilize the existing inventory of environmental documents and studies within the county that document noise levels that have been measured and/or estimated for specific activities to create a database of that will be summarized and these source data can be further added to as future analysis continues throughout the county. Such data sets will be presented in simplified tables within the BDR but also contained in a master inventory spreadsheet that can be updated going forward.

A separate inventory will be prepared for vibration sources within the county, largely the result of operations of the Napa Valley Wine Train and construction activities.

### EXISTING NOISE DATA – MEASUREMENTS

Consultant also proposes to conduct updated ambient noise measurements throughout the County. The 2005 BDR summarized data from five long-term (24-hour or more) noise measurements and 26 short-term (20 minutes) noise measurements. These data were summarized in tables. Consultant proposes to update this data with nine long-term and 30 short-term measurements. Locations of the measurements will be selected with input from the County but will focus on the major noise sources described above as well as representative quiet rural locations that may be planned development areas or locations within the non-incorporated County but within the sphere of influence of incorporated cities.

### EXISTING AND FUTURE YEAR NOISE DATA – TRAFFIC NOISE AND CONTOURS

Like the 2005 BDR, Consultant shall work with the transportation analysis to estimate noise contour distances from highways and major arterials throughout the County. The traffic noise contours will be presented graphically in figures and modeled data will be included in an appendix. Up to 30 roadways will be evaluated.

Consultant shall develop rail noise contours to be presented graphically. These contours will include noise generated by crossing alarms and horns at at-grade crossings. It is expected that there would be no future increase in rail activity and rail noise contours are only proposed to be developed for existing conditions.

### EXISTING AND FUTURE YEAR AIRCRAFT NOISE DATA – AIRPORT NOISE CONTOURS

Consultant shall present the latest available airport noise contours for county airports including Napa County Airport and Parrett Field. Development of new contours is not proposed.

## TASK 1: HAZARDS AND SAFETY

This chapter of the BDR will cover conditions in the county relative to the major public health and safety hazards, re-organizing the previous BDR chapters of Public Health and Safety, and Fire Ecology, into one concise chapter. Consultant shall draw extensively from existing local plans, such as the 2023 Napa County Safety Element, and the 2020 and 2025 (currently underway) Napa County Multi-Jurisdictional Hazard Mitigation Plan. The focus will be summarizing information for the Program EIR and producing data visualizations for the public-facing web application. The chapter will cover both human-made and natural hazards and emphasize using visual formats for straightforward interpretation. Consultant shall update the chapter which will include the following three main sections: public health and safety overview; human-made hazards; and natural hazards.

### PUBLIC HEALTH AND SAFETY OVERVIEW

**Public Health and Safety.** Using data from county health reports and related studies, Consultant shall summarize Napa County's existing public health and safety hazards. The focus is on morbidity, mortality, and health risk trends. Consultant shall represent this through charts and tables to aid understanding and support the EIR and public engagement.

**Emergency Response Systems.** Consultant shall assess the locations, capacities, and readiness of emergency services in Napa County, using information from the 2023 County Safety Element, HMP, Napa County Office of Emergency Services, local fire departments, and law enforcement agencies. Critical aspects like response times, evacuation routes, and agency coordination will be summarized and displayed through GIS maps that show emergency service coverage across the County. Data updates will focus on public access and visual clarity rather than new analysis.

### HUMAN-MADE HAZARDS

**Vehicular Accidents.** Consultant shall map vehicular accident patterns and trends using data from the California Highway Patrol, Napa County Department of Transportation, and the Statewide Integrated Traffic Records System. This data will highlight high-risk areas and accident trends over time. The focus will be on summarizing this data for public viewing in a GIS map format, without conducting new traffic studies.

**Crime.** Consultant shall summarize crime trends in Napa County using data from local law enforcement agencies like the County Sheriff's Office. Consultant shall categorize the data into types of crime (violence, property, etc.) and present them via heat maps and statistical charts to inform the public. A crime incident locations GIS layer will be provided.

**Hazardous Materials Spills.** Information on hazardous materials spills will be updated using maps and data from

the 2023 County Safety Element, which used records from the California Environmental Protection Agency (CalEPA), the Napa County Hazardous Materials Program, and local incident reports. The section will overview common spill types, locations, and containment responses. Consultant shall highlight trends in the frequency of spills to assess the effectiveness of current hazardous material management and regulatory compliance.

### NATURAL HAZARDS

**Seismic Activity.** Seismic risk in Napa County will be updated using data from the 2023 County Safety Element, which included data from the U.S. Geological Survey (USGS) and California Geological Survey (CGS). The focus will be summarizing fault lines, seismic events, and liquefaction zones. Consultant shall present the data through maps of seismic hazard zones, with no new seismic risk assessments conducted.

### Wildfire Safety and Management (Fire Ecology).

Wildfire risk and fire ecology in Napa County will be updated to reflect the evolving nature of wildfire hazards and the regulatory landscape since the 2005 BDR. Since then, wildfires have become more frequent and severe, with larger portions of the County recognized as vulnerable. Significant areas have burned in major events, prompting stricter regulations for development in fire hazard zones. The focus on emergency evacuation has also increased, with court rulings highlighting the need for careful wildfire and evacuation planning. Additionally, understanding of fire's role in ecological processes, especially in the context of climate change, has expanded.

Information on the County's changed wildfire environment will need to be documented using the latest information. For instance, CalFire recently updated its Wildfire Hazard Severity Maps, which now place substantial portions of the County in Very High Fire Hazard Severity Zones. Recent State legislation requires local jurisdictions to model evacuation times (AB 747) and to identify areas that do not have more than one route of ingress and egress (SB 99). Much of this information was recently acquired during the 2023 County Safety Element. Changes to building codes in fire hazard areas have also undergone significant changes. The updated chapter will need to include carefully structured summaries of this complex information.

Finally, the updated Fire Ecology chapter will provide maps of the County showing areas of moderate, high, and very high fire severity hazard, and designated evacuation routes.

**Flooding.** Flooding risks in Napa County will be summarized using information from the 2023 County Safety Element, which gathered data from FEMA, Napa County Flood Control and Water Conservation District, and recent floodplain studies. Visual tools, such as flood

risk maps, will help communicate changes in flood-prone areas. No new flooding data will be generated, but the focus will be on presenting climate-related flood risks through visual tools.

#### TASK F.1 POPULATION AND DEMOGRAPHICS

Consultant shall update the 2005 BDR's Population & Housing chapter with the most recent available data, for the County as a whole and broken out for the individual cities and the unincorporated area, where data allows. This will include population counts, median household income, labor force and unemployment, and farmworker characteristics (e.g., seasonal/year-round). This will also include analysis of the housing stock by type of unit and tenure and will include a summary of the 6th Cycle Regional Housing Needs Allocations for the cities and the unincorporated county, by household income category. The assessment will include population and housing unit growth trends since 2000, and population and employment growth projections. This information will help to provide an understanding of how the county's population and housing stock are changing over time and the need for housing affordable at the different income levels.

#### TASK F.2 ECONOMIC DEVELOPMENT AND TOURISM

This chapter is new to the BDR and will augment existing chapters from the 2005 BDR with additional information on economic development and tourism. This chapter will expand upon the employment by industry data in the economics section of the BDR (see above) by conducting Location Quotient analysis to identify those sectors that are over- and under-represented in Napa County versus the California economy and by conducting Shift-Share analysis to evaluate the changes in sectoral composition of the Napa County economy relative to the changes in the California economy over time. These analyses will help to provide perspective on economic development opportunities and challenges in Napa County relating to the broader statewide economic conditions and trends. For tourism, Consultant shall summarize economic impact of travel in Napa County using data from Visit Napa Valley's tourism profile and from Visit California's economic impact of travel report, including such metrics as visitor characteristics, visitor activities and spending, and jobs supported by tourism. Consultant shall also compile data on overnight lodging activity via summaries of transient occupancy tax receipts by jurisdiction. Consultant shall coordinate with the County Executive Office and Dr. Robert Eyler of Sonoma State regarding the County annual 5-year economic forecast report and presentation.

##### **Task F.1 Deliverables:**

- Administrative Draft BDR Chapters in Word and PDF formats.

##### **Task F.1 Assumptions:**

- Timely provision of data as scheduled will be necessary to complete the chapters according to the Project timeline.
- The BDR will be prepared in Word, rather than InDesign.
- Comments on the draft chapters will be provided by County Planning, Building, and Environmental Services (PBES) staff in a consolidated and reconciled manner according to the Project timeline to ensure an efficient and streamlined review process.

#### TASK F.2 DEVELOPMENT OF DRAFT BDR UPDATE

Consultant shall prepare a Draft BDR following receipt of one set of consolidated comments for each chapter from the County PBES Department. Consultant anticipates that the Draft BDR chapters will be distributed by County PBES to other County departments and the BDR Committee for review and comment as well. Consultant assumes that all agency and committee comments will be submitted to PBES and combined with PBES comments for a consolidated set of comments for the Consultant Team. Depending on the County's preference, these chapters can either be provided as part of one deliverable or in batches, which tends to be the preferred method for other jurisdictions Consultant works with.

##### **Task F.2 Deliverables:**

- Draft BDR Chapters in Word and PDF formats.

##### **Task F.2 Assumptions:**

- Comments on the draft chapters will be provided by County PBES staff in a consolidated and reconciled manner according to the Project timeline to ensure an efficient and streamlined review process.
- Comment resolution meetings will occur during regularly scheduled County check ins.

#### TASK F.3 DEVELOPMENT OF FINAL BDR UPDATE

Consultant shall prepare a Final BDR following receipt of one set of consolidated comments for each chapter from the County PBES Department. If necessary, a meeting with the County and Consultant staff may be scheduled to discuss County comments. Consultant shall incorporate County staff comments on the Draft BDR and submit printed and electronic versions of the Final BDR. Consultant has assumed that no new technical work will need to be prepared and that the technical work will not need to be substantially revised.

##### **Task F.3 Deliverables:**

- The County will be provided with ten (10) bound and one (1) unbound copy of all final documents, as well as electronic copies of the final versions (both Word and PDF formats), including any tables in Excel format and maps in ESRI ArcGISPro (.aprx) GIS file format. Data

used in ArcGISPro project files shall be provided in file geodatabase (fgdb) format and delivered in such a way that layers used in the ArcGIS Pro project will not require re-mapping to their fgdb sources. Alternatively, some map layers may point directly to ArcGIS Online services hosted on the [napacounty.maps.arcgis.com](http://napacounty.maps.arcgis.com) domain.

#### TASK F.4 PREPARATION OF EXECUTIVE SUMMARY IN ESRI STORY MAP FORMAT

The Executive Summary of the BDR will be crafted into an engaging and interactive Esri Story Map, designed to provide a clear and compelling overview of the key findings for each resource topic presented in the BDR update. The Story Map will be housed within the web application alongside links to download the full BDR report documents, and it can also be embedded in other County web pages as desired. This digital Story Map will synthesize complex data into an easily digestible and visually appealing format, with a focus on keeping the narrative concise and engaging, allowing the main story to be readable within 10-20 minutes.

Rather than breaking the Story Map into distinct "pages" or committing to a specific length, Consultant approach shall integrate maps, graphics, text, and multimedia elements into a seamless experience. Should additional content be necessary, it will be presented as secondary links and views within the Story Map, ensuring that the main narrative remains streamlined and accessible. By using this format, Consultant aims to make the BDR more streamlined and integrated with the online application, following best practices as demonstrated in successful projects like the Oakland Atlas. This approach will ensure that the BDR is not just a static document but a dynamic tool for understanding and interacting with the County's data.

##### **Task F.4 Deliverables:**

- Story Map content outline
- One (1) draft and one (1) final electronic version of the Esri Story Map Executive Summary.

##### **Task F.4 Assumptions:**

- Given Consultant emphasis on the visual presentation of BDR chapters, much of the content will be pre-prepared for the Story Map Executive Summary, leading to cost savings.

#### Task G: Development of a Companion Web Application (Esri Experience Builder)

The task involves developing an Esri-based web application that will be the primary online location for all BDR data and other Project information, and serve as a companion to the BDR document. The web application could be an updated version of the current PBES Map

Explorer or the development of a new Experience Builder design. The application will feature a landing page to present key project information, along with separate pages for engagement, community feedback, and public resources. It will include interactive mapping tools, dashboard visualizations, images, and content to convey data from the BDR in a user-friendly, interactive manner.

The development process will begin with the Project kick-off meeting in Task B to establish roles and responsibilities between Consultant and the PBES GIS team. This will be followed by gathering technical requirements for the application, such as setting up user roles within a shared AGOL environment, defining functionalities, and establishing branding guidelines. It is Consultant understanding that the County will be able to provide direct access with Publisher/Creator credentials for its Esri environment to Consultant GIS staff which will bring significant efficiency to the development process, and that County GIS staff will handle most of the setup of source data layers in an AGOL group or other organization for ease of access by Consultant. The design and development will focus on creating a scalable and maintainable web application using Esri Experience Builder (or similar), incorporating interactive maps, dashboards, and visualizations linked to relevant datasets from the BDR. Consultant shall also ensure that existing County technologies are leveraged to support future scalability and maintenance. In addition to building the application, Consultant shall work closely with County GIS staff to develop a long-term plan and system for maintaining and updating the data within the application, ensuring the County's data management needs are met well beyond the BDR Project.

The final public-facing web application will feature integrated GIS data, with dynamic maps and dashboards displaying key metrics and summaries of the BDR data. The application will prioritize accessibility, ensuring compliance with Web Content Accessibility Guidelines (WCAG 2.1 Level AA), and will be optimized for mobile devices. The County will be responsible for ensuring that its Esri environment is updated so that applications can meet the most current accessibility standards, and that it provides guidance to Consultant on any County-specific accessibility requirements for web applications and content. Before the public launch, user testing with interested groups and PBES staff will be conducted to refine the application. The public launch will coincide with the BDR public outreach campaign, and ongoing support will be provided to keep the application up-to-date and address any technical issues during the public review process.

### **Task G Deliverables:**

- Draft and final Esri web application developed through the County's AGOL. This includes the main landing page with key project information, community engagement sections, and interactive mapping tools. The application will feature integrated GIS data, dashboards, and visualizations from the BDR, ensuring a user-friendly and accessible interface.

### **Task G Assumptions:**

- The County will provide access to their AGOL environment through direct user accounts enabling the Project team to develop and publish the web application. This access will include necessary permissions for creating, editing, and managing web maps, dashboards, and interactive tools.
- The County will lead the curation, updating, and publishing of relevant spatial datasets required for the BDR. This includes ensuring that all datasets are up-to-date, accurate, and compliant with GIS standards. Consultant shall provide technical guidance where needed, but the County remains responsible for the management and validation of data inputs.
- The web application will leverage the County's existing GIS infrastructure, including branding guidelines, graphic standards, and GIS tools, to ensure consistency and scalability. The assumption is that the County's IT and GIS teams will provide the necessary support for integration and alignment with other County platforms as required.
- The County will supply all necessary branding materials (e.g., logos, fonts, and color schemes) and any content (e.g., written descriptions, images) to be featured on the web application. The County will also provide clear guidelines on content structure and organization, with the Project team responsible for the implementation of these elements.
- The County will ensure timely availability of resources, including staff for Project meetings, data contributions, and reviews, to meet Project milestones. It is assumed that any delays in the County's provision of data or access could impact the Project schedule and deliverables.

### **Task H Preparation and Attendance at Public Hearings/Meetings**

Consultant shall attend one Overview Meeting with the Board of Supervisors and shall prepare both a draft and final version of a project summary presentation (up to 20 slides). Consultant may assist with delivering the presentation to the Board and will have up to two staff members attend the meeting in person.

In addition, the Consultant shall attend one meeting before the Planning Commission and one meeting before the Board of Supervisors to present the findings of the BDR. Consultant shall prepare a single, brief (30 slide) presentation to be used before both bodies and attend one meeting with each group. County staff will be responsible for writing the staff report for each meeting. While these hearings will not be for the formal adoption of the BDR, they will offer an opportunity to receive and provide feedback from decision-makers, interested groups, and the public. Consultant shall work closely with County staff to ensure the hearings are informative and facilitate meaningful engagement.

In addition to the prime Consultant, support for these meetings may be provided by select teaming partners, as needed.

### **Task H Deliverables:**

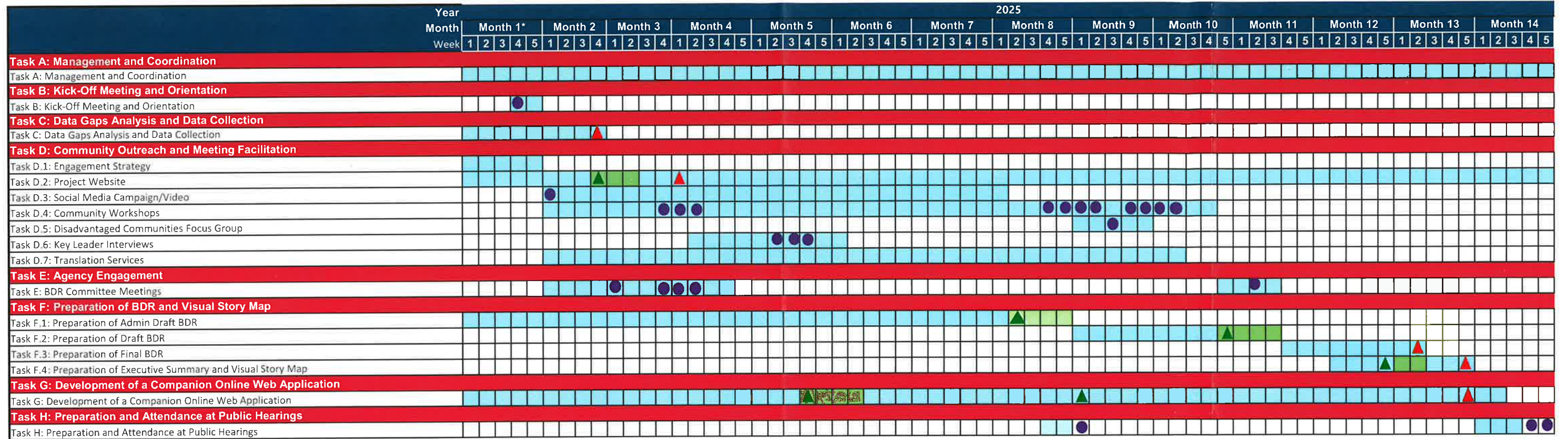
- Project Overview Meeting for Board of Supervisors (1)
- Presentation for Planning Commission Hearing (one [1] Visually Engaging PowerPoint or Story Map Presentation).
- Refined Presentation for Board of Supervisor Hearing (incorporating any changes or feedback following the Planning Commission hearing)

### **Task H Assumptions:**


- County staff will manage the logistical arrangements for scheduling and hosting the hearings, including preparation of the hearing staff reports, and summarizing the comments and questions raised during the hearings.
- The Consultant shall attend up to two preparatory virtual meetings with County staff to finalize presentation materials and rehearse key talking points prior to each hearing.
- Consultant shall attend both hearings (either in person or virtually, as required) to deliver the presentation, respond to questions, and engage with interested groups. Attendance by up to two Consultant staff are assumed.


COUNTY DEPARTMENT/AGENCY	ROLE IN BDR UPDATE	RELEVANT BDR TOPICS
Planning, Building & Environmental Services (PBES)	Lead coordination, data collection, meeting participation, collect and reconcile comments	All listed topics, particularly Land Use, GHGs, Biological Resources, etc.
Public Works Department & the Local Enforcement Agency (LEA)	Provide data and input on infrastructure, water supply; waste management; support transportation planning and civil engineering needs.	Transportation, Utilities
Natural Resources & Sustainability Division (PBES), Flood Control and Water Conservation District and the Napa County Resource Conservation District (RCD)	Provide data and input on water resources including, watershed management, flood management, stormwater management, groundwater management, habitat restoration and monitoring, rainfall, stream, river, and tide monitoring.	Surface Water Hydrology, Groundwater Hydrology, Water Quality, Biological Resources
Health and Human Services and relevant Community-based Organizations (CBOs)	Provide data and input on public health, social equity, disadvantaged communities, and environmental health; address noise, air quality, and safety issues.	Air Quality, Disadvantaged Communities, Hazards and Safety, Water Quality
CALFire, Napa County Fire Department, Napa County Firewise Foundation (NCFF)	Provide data and input on fire hazards, emergency response, fuel management, CWPP and fire ecology; collaborate on safety and evacuation planning.	Hazards and Safety, Fire Evacuation
Agricultural Commissioner's Office	Provide data and input on agricultural resources, bio resources, and sustainable practices; collaborate on climate adaptation strategies.	Agricultural Resources, Biological Resources, GHGs
Office of Emergency Services (OES)	Coordinate hazard mitigation and emergency preparedness and evacuation planning; provide data and input on climate adaptation and safety.	Hazards and Safety, GHGs/Climate Pollutants, Fire Evacuation
Housing and Homeless Services	Provide data and input on housing needs, economic development, and outreach for disadvantaged communities.	Disadvantaged Communities, Economics, Population, and Housing (including farmworker housing)
Information Technology Services (ITS) (both PBES and ITS)	Develop and support web-based, interactive BDR platform; ensure GIS integration and data visualization capabilities.	GIS, Data Visualization, Graphics
UC Cooperative Extension	Provide agricultural data and education; collaborate on biological resources and sustainable agriculture practices.	Biological Resources, Agricultural Resources


Napa County Baseline Development Report  
Project Schedule





**Key and Notes**

Work Period 

Review Period 

Meetings, Workshops and/or Hearings 

Draft Deliverable 

Final Deliverable 

\* Anticipated Month 1 to occur in February 2025

**EXHIBIT B  
COMPENSATION AND FEE SCHEDULE**

County will pay Consultant in accordance with the fee schedule set forth in Consultant's Fee Schedule dated January 22, 2025, which is hereby incorporated into this Exhibit by reference.

Task #	Task Name/Description	PROJECT DIRECTOR	PROJECT MANAGEMENT	DEPUTY PROJECT MANAGER	GHG-Jeff Caton	EP-Luke Evans BIO-Brian Pilman	CUL-Becky Urbano GEO-Michael Burns EH-Mine Berg	TS-Suzanne Goldstein AQ-Alan Sako CUL-Heidi Koening	CD-James Cobb	AQ-Cheri Velzy NOI-Chris Sanchez EH-James Gregory	EP-Paul Stephenson BIO-Michael Gordon EH-Dane Behrens	BIO-Stephanie Bishop	GRA-James Songco	EP-Steve Smith	EDITOR-Peter Carr ENG-Byron Amerson	BIO-Tierra Groff BIO-Nicole Ibanez GHG-Slaff Sr. Analyst EP-Saba Asghary	GIS-Wes McCullough	WP-Kristine Olsen	AQ-Madison Castelazo BIO-Nicole Dunkley GIS-Jacob Andersen CUL-Amy Langford EP-Juliana Medan	AQ-Anaya Ward BIO-Berlin Hernandez	CUL-Melissa Grijalva- Foreman EH-R Teller	AQ-Joneil Manansala NOI-Nick Reynoso EH-Alice Nguyen CP-Ethan Wynacht	EP-Emily Kline	BIO-Mariah Diatrich CP-Vanessa Ramirez	ESA LABOR TOTAL BY HOURS / DOLLARS		
		Shannon Wages	Daniel Souza/ Bev Choi/	Jill Fayk-Miney																					\$300	\$290	\$260
A.1	Monthly Invoices and Progress Reports		35	21																						56.00	\$ 15,400
A.1	Bi-Weekly Coordination Meetings	16	50	40				16		16																154.00	\$ 40,740
A.1	Project Management/Coordination	28	105	60				16		16																225.00	\$ 61,290
<b>A</b>	<b>Management &amp; Coordination</b>	<b>44</b>	<b>190</b>	<b>121</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32</b>	<b>0</b>	<b>16</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>435</b>	<b>\$ 117,430</b>
B.1	Kick-Off Meeting Attendance	2	2	2				2		2																12	\$ 3,110
B.1	Kickoff Meeting Preparation (agenda, supporting materials)	2	8	10						2																22	\$ 5,880
B.1	Kickoff Meeting Summary Notes		1	4																						5	\$ 1,290
B.1	Databases of Project Team Roles, Responsibilities and Contact Information		1																							4	\$ 910
B.1	Set-Up of File Sharing System		1					2									2									6	\$ 2,070
B.1	BDR Chapter Outline	1	2	4																						7	\$ 1,880
<b>B</b>	<b>Kick-Off Meeting &amp; Orientation</b>	<b>5</b>	<b>15</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>62</b>	<b>\$ 15,140</b>
C.1	Data Collection and Review	4	8	8							8															28	\$ 7,360
C.1	One Data Gaps Memorandum	1	2	6				8																		17	\$ 4,260
<b>C</b>	<b>Data Gaps Analysis &amp; Data Collection</b>	<b>5</b>	<b>10</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>45</b>	<b>\$ 11,620</b>
D.1	Engagement Strategy	2	4	2																						8	\$ 2,260
D.1a	Project Factsheet	4	6																							10	\$ 2,940
D.2	Project Website	2	6				4					6					15									33	\$ 7,180
D.3	Social Media Campaign / Video		12						28																	40	\$ 7,960
D.4	Community Workshop	32	102	132			6			18			45													461	\$ 105,855
D.5	Disadvantaged Communities Focus Group		4																							8	\$ 1,780
D.6	Key Leader Interviews / Meetings	12	18								6															36	\$ 10,200
D.7	Translation Services		12	8																					22	42	\$ 8,340
<b>D</b>	<b>Community Outreach and Meeting Facilitation</b>	<b>52</b>	<b>164</b>	<b>142</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>4</b>	<b>28</b>	<b>18</b>	<b>6</b>	<b>0</b>	<b>51</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>124</b>	<b>0</b>	<b>22</b>	<b>638</b>	<b>\$ 146,515</b>
E.1	Agency Engagement - Committee Formation input		4																							4	\$ 1,160
E.1	Agency Engagement - Kick Off Meeting (1): Attendance		2	2																						6	\$ 1,390
E.1	Agency Engagement - Kick Off Meeting (1): Preparation	1	4	6								4														21	\$ 4,590
E.1	Agency Engagement - Kick Off Meeting (1): Summary		1	1																						5	\$ 1,005
E.1	Agency Engagement - Small Group Meetings (3): Attendance		6	6																						18	\$ 4,170
E.1	Agency Engagement - Small Group Meetings (3): Preparation	2	8	10			2			6			8													54	\$ 11,700
E.1	Agency Engagement - Small Group Meetings (3): Summary		4	4																						20	\$ 4,020
E.1	Agency Engagement - Review Report Meeting (1): Attendance		2	2																						6	\$ 1,390
E.1	Agency Engagement - Review Report Meeting (1): Preparation		4	6									4													20	\$ 4,290
E.1	Agency Engagement - Review Report Meeting (1): Summary		1	1																						5	\$ 1,005
E.1	Agency Engagement																									-	\$ -
<b>E</b>	<b>Agency Engagement</b>	<b>3</b>	<b>36</b>	<b>38</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>159</b>	<b>\$ 34,720</b>
F.1	Admin Draft BDR							15					24		40		100	30	100							310	\$ 57,110
F.1 A	Agricultural Resources	2	6	40							6					8	8									70	\$ 16,780
F.1 B	Air Quality	2	6							16				6	12	8		24	24				24			122	\$ 22,680
F.1 C	Biological Resources & Wildlife Connectivity	2	6			23						7			70		130		19	90				68		431	\$ 77,635
F.1 D	Geological Resources	2	6				40																			50	\$ 13,160
F.1 E	Groundwater Hydrology	2	6				40												2							54	\$ 13,930
F.1 F	Mineral & Rock Resources	2	6				4										2	1						16		31	\$ 6,175
F.1 G	Surface and Groundwater Quality	2	6				68				35												216			327	\$ 61,550
F.1 H	Surface Water Hydrology	2	6								80												342			430	\$ 77,060
F.1 I	Cultural & Historical Resources	2	6				16	16												32			40			112	\$ 21,940
F.1 J	Land Use & Community Character	2	6																							8	\$ 2,340
F.1 K	Public Facilities and Services	2	6																						50	83	\$ 13,790
F.1 L	Recreation	2	6																						10	18	\$ 3,640
F.1 M	Transportation & Circulation	2	6																							8	\$ 2,340
F.1 N	Tribal Resources	2	6					8																		36	\$ 7,420
F.1 O	Utilities & Public Infrastructure	2	6															20							50	83	\$ 13,790
F.1 P	Visual & Aesthetic Resources	2	6																							178	\$ 31,815
F.1 Q	Disadvantaged Communities	2	6																							8	\$ 2,340
F.1 R	Greenhouse Gas Emissions & Adaptation	2	6		18																					201	\$ 39,125
F.1 S	Noise	2	6							65				5			12									201	\$ 39,125
<b>F</b>	<b>BDR &amp; Visual Story Map</b>	<b>38</b>	<b>114</b>	<b>40</b>	<b>18</b>	<b>23</b>	<b>168</b>	<b>40</b>	<b>0</b>	<b>161</b>	<b>67</b>	<b>7</b>	<b>24</b>	<b>40</b>	<b>57</b>	<b>212</b>	<b>337</b>	<b>33</b>	<b>182</b>	<b>114</b>	<b>402</b>	<b>526</b>	<b>16</b>	<b>178</b>	<b>2,797</b>	<b>\$ 530,155</b>	
F.1 T	Hazards & Safety	2	6			16	8																			134	\$ 24,635
F.1 U	Economics and Population & Demographics	2	6																							8	\$ 2,340
F.1 V	Economic Development & Tourism	2	6																							8	\$ 2,340
F.2	Draft BDR	12	10							8			12	24	30	50										182	\$ 37,000
F.3	Final BDR	8	8</																								

Task #	Task Name/Description	Raimi and Associates			BAE			Fehr & Peers			TOTAL SUBCONSULTANT						
			10%			10%			10%		Total Hours	Subtotal	Total Mark Up Amount	Total Subconsultant			
A.1	Monthly Invoices and Progress Reports	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
A.1	Bi-Weekly Coordination Meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
A.1	Project Management/Coordination	76	\$ 16,840.00	\$ 1,684.00	\$ 18,524.00	12	\$ 4,080.00	\$ 408.00	\$ 4,488.00		\$ -	\$ -	\$ -	\$ -			
<b>A</b>	<b>Management &amp; Coordination</b>	<b>76</b>	<b>\$ 16,840.00</b>	<b>\$ 1,684</b>	<b>\$ 18,524</b>	<b>12</b>	<b>\$ 4,080.00</b>	<b>\$ 408</b>	<b>\$ 4,488</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
B.1	Kick-Off Meeting Attendance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
B.1	Kickoff Meeting Preparation (agenda, supporting materials)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
B.1	Kickoff Meeting Summary Notes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
B.1	Database of Project Team Roles, Responsibilities and Contact Information	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
B.1	Set-Up of File Sharing System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
B.1	BDR Chapter Outline	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
<b>B</b>	<b>Kick-Off Meeting &amp; Orientation</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
C.1	Data Collection and Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
C.1	One Data Gaps Memorandum	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
<b>C</b>	<b>Data Gaps Analysis &amp; Data Collection</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
D.1	Engagement Strategy	48	\$ 9,720.00	\$ 972.00	\$ 10,692.00	\$ -	\$ -	\$ -	\$ -	\$ -	48	\$ 9,720	\$ 972	\$ 10,692			
D.1a	Project Facisheet	52	\$ 9,600.00	\$ 960.00	\$ 10,560.00	\$ -	\$ -	\$ -	\$ -	\$ -	52	\$ 9,600	\$ 960	\$ 10,560			
D.2	Project Website	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
D.3	Social Media Campaign / Video	36	\$ 6,800.00	\$ 680.00	\$ 7,480.00	\$ -	\$ -	\$ -	\$ -	\$ -	36	\$ 6,800	\$ 680	\$ 7,480			
D.4	Community Workshop	384	\$ 76,600.00	\$ 7,660.00	\$ 84,260.00	\$ -	\$ -	\$ -	\$ -	\$ -	384	\$ 76,600	\$ 7,660	\$ 84,260			
D.5	Disadvantaged Communities Focus Group	52	\$ 10,380.00	\$ 1,038.00	\$ 11,418.00	\$ -	\$ -	\$ -	\$ -	\$ -	52	\$ 10,380	\$ 1,038	\$ 11,418			
D.6	Key Leader Interviews / Meetings	12	\$ 3,420.00	\$ 342.00	\$ 3,762.00	\$ -	\$ -	\$ -	\$ -	\$ -	12	\$ 3,420	\$ 342	\$ 3,762			
D.7	Translation Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
<b>D</b>	<b>Community Outreach and Meeting Facilitation</b>	<b>584</b>	<b>\$ 116,520.00</b>	<b>\$ 11,652</b>	<b>\$ 128,172</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
E.1	Agency Engagement - Committee Formation input	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Kick Off Meeting (1): Attendance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Kick Off Meeting (1): Preparation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Kick Off Meeting (1): Summary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Small Group Meetings (3): Attendance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Small Group Meetings (3): Preparation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Small Group Meetings (3): Summary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Review Report Meeting (1): Attendance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Review Report Meeting (1): Preparation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement - Review Report Meeting (1): Summary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
E.1	Agency Engagement	40	\$ 7,860.00	\$ 786.00	\$ 8,646.00	\$ -	\$ -	\$ -	\$ -	\$ -	40	\$ 7,860	\$ 786	\$ 8,646			
<b>E</b>	<b>Agency Engagement</b>	<b>40</b>	<b>\$ 7,860.00</b>	<b>\$ 786</b>	<b>\$ 8,646</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
F.1	Admin Draft BDR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 A	Agricultural Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 B	Air Quality	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 C	Biological Resources & Wildlife Connectivity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 D	Geological Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 E	Groundwater Hydrology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 F	Mineral & Rock Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 G	Surface and Groundwater Quality	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 H	Surface Water Hydrology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 I	Cultural & Historical Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 J	Land Use & Community Character	196	\$ 36,660.00	\$ 3,666.00	\$ 40,326.00	\$ -	\$ -	\$ -	\$ -	\$ -	196	\$ 36,660	\$ 3,666	\$ 40,326			
F.1 K	Public Facilities and Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 L	Recreation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 M	Transportation & Circulation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 N	Tribal Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 O	Utilities & Public Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 P	Visual & Aesthetic Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 Q	Disadvantaged Communities	196	\$ 37,260.00	\$ 3,726.00	\$ 40,986.00	\$ -	\$ -	\$ -	\$ -	\$ -	196	\$ 37,260	\$ 3,726	\$ 40,986			
F.1 R	Greenhouse Gas Emissions & Adaptation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 S	Noise	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
<b>F</b>	<b>BDR &amp; Visual Story Map</b>	<b>392</b>	<b>\$ 73,920.00</b>	<b>\$ 7,392</b>	<b>\$ 81,312</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>241</b>	<b>\$ 57,505.00</b>	<b>\$ 5,751</b>	<b>\$ 63,256</b>	<b>633</b>	<b>\$ 131,425.00</b>	<b>\$ 13,143</b>	<b>\$ 144,568</b>
F.1 T	Hazards & Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
F.1 U	Economics and Population & Demographics	\$ -	\$ -	\$ -	\$ -	104	\$ 18,420.00	\$ 1,842.00	\$ 20,262.00	\$ -	\$ -	\$ -	\$ -	104	\$ 18,420	\$ 1,842	\$ 20,262
F.1 V	Economic Development & Tourism	\$ -	\$ -	\$ -	\$ -	56	\$ 9,800.00	\$ 980.00	\$ 10,780.00	\$ -	\$ -	\$ -	\$ -	56	\$ 9,800	\$ 980	\$ 10,780
F.2	Draft BDR	\$ -	\$ -	\$ -	\$ -	48	\$ 9,060.00	\$ 906.00	\$ 9,966.00	20	\$ 5,410.00	\$ 541.00	\$ 5,951.00	68	\$ 14,470	\$ 1,447	\$ 15,917
F.3	Final BDR	\$ -	\$ -	\$ -	\$ -	15	\$ 3,450.00	\$ 345.00	\$ 3,795.00	\$ -	\$ -	\$ -	\$ -	15	\$ 3,450	\$ 345	\$ 3,795
F.4	Executive Summary (ESRI Story Map)	16	\$ 3,520.00	\$ 352.00	\$ 3,872.00	\$ -	\$ -	\$ -	\$ -	\$ -	16	\$ 3,520	\$ 352	\$ 3,872			
<b>F</b>	<b>BDR &amp; Visual Story Map (Continued)</b>	<b>16</b>	<b>\$ 3,520.00</b>	<b>\$ 352</b>	<b>\$ 3,872</b>	<b>223</b>	<b>\$ 40,730.00</b>	<b>\$ 4,073</b>	<b>\$ 44,803</b>	<b>20</b>	<b>\$ 5,410.00</b>	<b>\$ 541</b>	<b>\$ 5,951</b>	<b>259</b>	<b>\$ 49,660.00</b>	<b>\$ 4,966</b>	<b>\$ 54,626</b>
G.1	Companion Online Web Application	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
<b>G</b>	<b>Companion Online Web Application</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
H.1	Public Hearing Preparation	\$ -	\$ -	\$ -	\$ -	6	\$ 1,545.00	\$ 154.50	\$ 1,699.50	\$ -	\$ -	\$ -	\$ -	6	\$ 1,545	\$ 155	\$ 1,700
H.1	Public Hearing Attendance (2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -	\$ -	\$ -			
<b>H</b>	<b>Public Hearings</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>6</b>	<b>\$ 1,545.00</b>	<b>\$ 155</b>	<b>\$ 1,700</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>6</b>	<b>\$ 1,545.00</b>	<b>\$ 155</b>	<b>\$ 1,700</b>
10.1	Other Direct Costs	\$ -	\$ 3,500.00	\$ 350.00	\$ 3,850.00	\$ -	\$ 750.00	\$ 75.00	\$ 825.00	\$ -	\$ 750.00	\$ 75.00	\$ 825.00	0	\$ 5,000	\$ 500	\$ 5,500
<b>10</b>	<b>Other Direct Costs</b>	<b>0</b>	<b>\$ 3,500.00</b>	<b>\$ 350</b>	<b>\$ 3,850</b>	<b>0</b>	<b>\$ 750.00</b>	<b>\$ 75</b>	<b>\$ 825</b>	<b>0</b>	<b>\$ 750.00</b>	<b>\$ 75</b>	<b>\$ 825</b>	<b>0</b>	<b>\$ 5,000.00</b>	<b>\$ 500</b>	<b>\$ 5,500</b>
<b>Total</b>		<b>1108</b>	<b>\$ 222,160.00</b>	<b>\$ 22,216</b>	<b>\$ 244,376</b>	<b>241</b>	<b>\$ 47,105.00</b>	<b>\$ 4,711</b>	<b>\$ 51,816</b>	<b>261</b>	<b>\$ 63,665.00</b>	<b>\$ 6,367</b>	<b>\$ 70,032</b>	<b>1610</b>	<b>\$ 332,930.00</b>	<b>\$ 33,293</b>	<b>\$ 366,223</b>



## Attachment A Cost Proposal: ESA Non-Labor Expenses Summary

<b>Reimbursable Expenses</b>	
Project Supplies	\$ -
Printing/Reproduction	\$ 2,200
Document and Map Reproductions (CD + Digital Photo)	\$ -
Postage and Deliveries	\$ -
Mileage	\$ 2,650
Vehicle Rental	\$ -
Lodging	\$ 3,100
Airfare	\$ 4,800
Other Travel Related	\$ 2,400
Cultural Resources Record Search	\$ 3,000
Raimi & Associates Expenses	\$ -
Live Intrepretation Fees	\$ 12,000
<b>Subtotal Reimbursable Expenses</b>	<b>\$ 30,150</b>
10% Fee on Reimbursable Expenses	\$ 3,015
<b>Total Reimbursable Expenses</b>	<b>\$ 33,165</b>

**Project Total**

**PROJECT COST ESTIMATE SUMMARY TABLE**

ESA Labor	\$1,004,065
<b>ESA Labor Amount</b>	<b>\$1,004,065</b>
<b>ESA Non-Labor Expenses</b>	
Reimbursable Expenses (Details Attachment A)	\$33,165
<b>Subtotal ESA Non-Labor Expenses</b>	<b>\$33,165</b>
<b>Subconsultant Costs</b>	<b>\$366,223</b>
<b>PROJECT TOTAL</b>	<b>\$1,403,453</b>
<b>PROJECT TOTAL WITH 15% CONTINGENCY</b>	<b>\$ 1,613,971</b>

**EXHIBIT C**  
**INSURANCE REQUIREMENTS**

**C.1 Workers Compensation Insurance.** To the extent required by law during the term of this Agreement, Consultant shall provide workers compensation insurance for the performance of any of Consultant's duties under this Agreement as required by the State of California with statutory limits, and employer's liability insurance with a limit of no less than TWO MILLION DOLLARS (\$2,000,000) per accident for bodily injury or disease, all with a waiver of subrogation. Consultant shall provide County with certification of all such coverages upon request by County's Risk Manager.

**C.2 Liability Insurance.** Consultant shall obtain and maintain in full force and effect during the term of this Agreement the following occurrence-based liability insurance coverages, issued by a company admitted to do business in California and having an A.M. Best rating of A:VII or better, or equivalent self-insurance:

**C.2.1 General Liability.** Commercial general liability (CGL) insurance coverage (personal injury and property damage) of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of Consultant or any officer, agent, or employee of Consultant under this Agreement. If the coverage includes an aggregate limit, the aggregate limit shall be no less than twice the per occurrence limit.

**C.2.2 Professional Liability/Errors and Omissions.** Professional liability (or errors and omissions) insurance for all activities of Consultant arising out of or in connection with this Agreement in an amount not less than TWO MILLION DOLLARS (\$2,000,000) per claim. If the coverage includes an aggregate limit the aggregate limit shall be no less than twice the per occurrence limit.

**C.2.3 Comprehensive Automobile Liability Insurance.** Comprehensive automobile liability insurance (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with Consultant's business of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence. Coverage shall be business auto insurance coverage using Insurance Services Office (ISO) form number CA 0001 06 92 including symbol 1 (any Auto) or the exact equivalent. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the General Liability Insurance described in paragraph C.2.1, above. If Consultant or Consultant's employees, officers, or agents will use personal automobiles in any way in the performance of this Agreement, Consultant shall provide evidence of personal auto liability coverage for each such person upon request.

**C.3 Certificates of Coverage.** All insurance coverages referenced in paragraph C.2, above, shall be evidenced by one or more certificates of coverage or, with the consent of County's Risk Manager, demonstrated by other evidence of coverage acceptable to County's Risk Manager, which shall be filed by Consultant with the County Department administering this Agreement prior to commencement of the Scope of Services.

**C.3.1 Notice of Cancellation.** The certificate(s) or other evidence of coverage shall reference this Agreement by its County number or title and department; shall be kept current during the term of this Agreement; shall provide that County shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium.

**C.3.2 Multiple Insureds.** The certificate(s) shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

**C.3.3 Waiver of Subrogation and Additional Insured Endorsements.** For the commercial general liability insurance coverage referenced in subparagraph C.2.1 and, for the comprehensive automobile liability insurance coverage referenced in subparagraph C.2.3 where the vehicles are covered by a commercial policy rather than a personal policy, Consultant shall also file with the evidence of coverage an endorsement from the insurance provider naming Napa County, its officers, employees, agents, and volunteers as additional insureds and waiving subrogation. For the Workers Compensation insurance coverage, Consultant shall file an endorsement waiving subrogation with the evidence of coverage.

**C.3.4 Additional Requirements.** The certificate or other evidence of coverage shall provide that if the same policy applies to activities of Consultant not covered by this Agreement, then the limits in the applicable certificate relating to the additional insured coverage of County shall pertain only to liability for activities of Consultant under this Agreement, and that the insurance provided is primary coverage to County with respect to any insurance or self-insurance programs maintained by County. The additional insured endorsements for the general liability coverage shall use Insurance Services Office (ISO) Form No. CG 20 09 11 85 or CG 20 10 11 85, or equivalent, including (if used together) CG 2010 10 01 and CG 2037 10 01; but shall not use the following forms: CG 20 10 10 93 or 03 94.

**C.4 Copies of Policies.** Upon request by County's Risk Manager, Consultant shall provide or arrange for the insurer to provide within thirty (30) days of the request, certified copies of the actual insurance policies or relevant portions thereof.

**C.5 Deductibles/Retentions.** Any deductibles or self-insured retentions shall be declared to, and be subject to approval by County's Risk Manager, which approval shall not be denied unless the County's Risk Manager determines that the deductibles or self-insured retentions are unreasonably large in relation to compensation payable under this Agreement and the risks of liability associated with the activities required of Consultant by this Agreement. At the option of and upon request by County's Risk Manager if the Risk Manager determines that such deductibles or retentions are unreasonably high, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects County, its officers, employees, agents, and volunteers or Consultant shall procure a bond guaranteeing payment of losses and related investigations, claims administration, and defense expenses.