



CALAVERAS COUNTY BOARD OF SUPERVISORS AGENDA SUBMITTAL

ITEM TITLE Approve an amendment to the Professional Services Agreement between the County of Calaveras and Augustine Planning Associates, Inc. for preparation of the General Plan for an additional amount not to exceed \$63,630 with a term ending December 31, 2015.		BOARD MEETING DATE May 27, 2014		AGENDA NUMBER 16	
Dept:	Planning	Supervisory District Number All		Recognition _____ Consent _____ Regular <u>X</u>	
Contact:	Peter Maurer				
Phone:	2850				
Published Notice Required? Yes _____ No <u>X</u>		Public Hearing Required? Yes _____ No <u>X</u>		Estimated Time:	
() Power Point Presentation – arrange with Administrative Office					
() Resolution () Ordinance () Agreement					
() Budget Transfer (Must be signed by Auditor)					
(X) Complete Agreement (for agreements more than 20 pages) on file for viewing with Clerk of the Board and also available on the Board of Supervisors website					
() Other (specify) _____					
Dept. Head <i>Peter N. Maurer</i>		CAO <i>Howe Horton</i>		Counsel <i>Megan Stutzfeld</i>	

RECOMMENDATION:

Approve an amendment to the Professional Services Agreement between the County of Calaveras and Augustine Planning Associates, Inc. for preparation of the General Plan for an additional amount not to exceed \$63,630 with a term ending December 31, 2015.

DISCUSSION/SUMMARY:

The County has been working on a comprehensive update to its General Plan for several years. Augustine Planning Associates, Inc. (APA) is currently under contract to complete the draft General Plan, which is anticipated to be released in mid-summer of this year. In February, 2014 the employee working as the project manager who oversaw the work done by APA and the other consultants working on the General Plan retired, leaving a vacancy. Planning management initially intended to fill that vacancy through a recruitment of a Planner III position. However, it would be more efficient to extend the contract with APA. This provides a resource familiar with the on-going planning effort and eliminates the possibility that a layoff might occur next year if further budget cuts are necessary. The cost savings to the Department is approximately \$35,000 for FY2014-15.

APA would work with the Director to complete the final edits to the administrative draft General Plan, coordinate with public outreach when the draft plan is released, assimilate public

comments and Board direction, and work with the CEQA consultant in the preparation of the Draft EIR.

FINANCING:

Funding for the agreement would be from the General Fund under line item 5272 in the proposed budget, Professional and Specialized Services.

ALTERNATIVES:

The Board could choose not to approve this agreement. Planning would then revise the budget to include an additional Planner III position and utilize the current recruitment to fill the existing vacancy. New staff would have to be trained and brought up to speed on the General Plan. This is not recommended as it would further delay adoption of the General Plan.

OTHER AGENCY INVOLVEMENT:

This agreement has been reviewed by Risk Management, County Counsel, and Administration.

**FIRST AMENDMENT TO THE
PROFESSIONAL SERVICE AGREEMENT
FOR PLANNING SERVICES FOR THE GENERAL PLAN**

Calaveras County, California

This First Amendment to the Professional Services Agreement for Planning Services ("1st Amendment") is made and entered this ____ day of ___, by and between the **County of Calaveras**, a political subdivision and one of the counties of State of California ("County"), and **Augustine Planning Associates, Inc.**, a California Corporation ("Contractor"), collectively referred to as ("Parties").

RECITALS

WHEREAS, on May 16, 2013, the Parties entered into a Professional Services Agreement for Planning Services associated with the General Plan Update ("Original Agreement"); and

WHEREAS, the Original Agreement provided the total compensation to be paid Contractor for the professional services described in the "Compensation" Section of the Original Agreement was not to exceed fifty thousand dollars (\$50,000) with a termination date of December 31, 2014; and

WHEREAS, continued planning services are needed through the environmental review and plan adoption phases, which is anticipated to be completed by December 31, 2015 ("Continued Project Management Services"); and

WHEREAS, the Parties have mutually agreed to amend the Original Agreement to include those Continued Planning Services by increasing the not to exceed compensation amount of fifty thousand (\$50,000) by sixty-three thousand six hundred thirty dollars (\$63,630.00) for a total not to exceed compensation amount of one hundred thirteen thousand six hundred thirty dollars (\$113,630.00), and extending the termination date to December 31, 2015.

NOW, THEREFORE, be it mutually agreed that the Original Agreement is hereby amended as set forth herein. All terms and conditions of the cited Original Agreement shall remain in full force and effect, except as specifically modified by the following:

Under Term. This section shall be AMENDED to delete the first sentence and replace it with that which immediately follows:

The term shall commence from the date of execution of the 1st Amendment and terminate on December 31, 2015. This Amendment may be modified upon mutual consent of both parties.

Under Compensation. The scope of work shall be AMENDED to include the work described in the Revised Exhibit A, Scope of Work.

Under Indemnification. The indemnification language shall be AMENDED to replace the Original Agreement language with that which immediately follows:

Contractor shall indemnify and hold harmless County, its elected and appointed officials, officers, employees, and volunteers (collectively, "County") from losses, costs, liabilities and expenses for any damage, injury or death (collectively, "Liability") arising directly or indirectly from or connected with the services provided under this Agreement to the extent that such Liability is caused by the negligence or willful misconduct of Contractor, its officers, employees, agents, contractors, subcontractors, Contractors, or any person under its direction or control and shall make good to and reimburse County for any expenditures, including reasonable attorneys' fees, the County may incur by reason of such matters. Contractor's obligations under this Section shall exist regardless of concurrent negligence or willful misconduct on the part of the County or any other person; provided, however, that Contractor shall not be required to indemnify County for the proportion of Liability a court determines is attributable to the negligence or willful misconduct of the County. The County acknowledges that this indemnity does not require the Contractor to provide an up-front legal defense to the County. This indemnification clause shall survive the termination or expiration of this Agreement.

Contractor further agrees to provide, at Contractor's expense, reasonable assistance to the County in responding to third party claims to the extent such claims implicate the quality of the Contractor's performance under this Agreement, which assistance shall include selection, management, and compensation of expert witnesses as necessary to substantiate or defend the quality of the Contractor's performance under this Agreement, as well as making Contractor's employees and project work product available as reasonably necessary to assist in the defense of such claims. This shall not preclude the County from recovering its reasonable attorneys' fees and defense costs in responding to third party claims to the extent such claims are found to have been caused by the Contractor's negligence or willful misconduct.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year above set forth.

Dated: _____

CONTRACTOR

Amy L. Augustine, Principal

Dated: 5/7/14

COUNTY OF CALAVERAS

Lori Norton
Lori Norton, County Administrative Officer

OR:

Dated: _____

COUNTY OF CALAVERAS

Chair, Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors
County of Calaveras, California

Approved As To Form:
County Counsel

Date 5/6/14

By _____




EXHIBIT A – SCOPE OF WORK

AUGUSTINE PLANNING ASSOCIATES, INC.

**Proposal to Provide Staff Support for the:
Calaveras County General Plan Update
Calaveras County, CA**

Project Understanding:

Calaveras County is updating its General Plan. The County is contracted with Raney Planning & Management, Inc. to prepare the draft Circulation Element and the environmental impact report for the project. Two drafts of the proposed Land Use Map have been completed. A third draft is planned.

The County intends to prepare general plan elements as follows:

- Land Use Element
- Agriculture, Forestry, Minerals (Resource Production Element)
- Circulation (to be prepared by Raney)
- Conservation & Open Space Element
- Safety Element
- Noise Element
- Housing Element

The County desires to have APA provide general staff support for the general plan preparation and adoption process.

APA has completed the first-cut administrative drafts of the following elements:

- Land Use
- Resources Management (Agriculture, Forestry, Minerals)
- Conservation & Open Space (Goals, Policies and Programs only)
- Safety
- Noise

APA is completing the “background” section of the Conservation and Open Space Element under an existing (separate) contract. APA is under a separate contract to prepare the Housing Element.

Scope:

APA proposes to provide the following services to assist in completing the Calaveras County General Plan:

Task 1: Revise Administrative Draft General Plan Elements in Coordination with County.

Work with the Planning Director to review and revise administrative draft general plan elements as necessary for Board of Supervisors and public review. This task includes reviewing and providing input on the Circulation Element, for internal general plan consistency, when that element becomes available. This task does not include making revisions to the Circulation Element (to be completed by Raney).

Task 2: General Plan Public Review Open House (San Andreas Government Center)
Organize and facilitate a one-half to one-day Open House soliciting public input for the Public Review Draft General Plan in San Andreas. Assist in preparing exhibits and information handouts.

Task 3: Board of Supervisors Authorization
Attend Board of Supervisors hearing to solicit authorization to proceed with Draft General Plan and EIR. Assist in preparing staff report and presentation. This task assumes one meeting. If additional meetings are required, APA can provide that service at additional cost (or as part of Task 12).

Task 4: Board of Supervisors Amendments
If necessary, in response to Task 3, prepare revisions to the draft general plan. This task includes a maximum of 20 hours. If more extensive revisions are required, APA can provide that service at additional cost (or as part of Task 12).

Task 5: Public Outreach (Supplemental)
Assist in organizing and facilitating up to 3 additional public outreach events of up to two hours each in locations to be determined by the County following authorization to proceed from the Board of Supervisors. This task includes a maximum of 40 hours of public outreach and preparation for outreach meetings. If more extensive outreach is required, APA can provide that service at additional cost (or as part of Task 12).

Task 6: Notice of Availability
Assist the County in notifying advisory agencies and stakeholders and distributing the draft general plan for public review. It is assumed that this will occur in coordination with the release of the draft EIR; but may occur separately at the discretion of the County.

- Task 7: General Plan Revisions based on Public Input/ Administrative Public Hearing Draft General Plan**
Assist County in incorporating public and agency comments in response to public outreach to prepare the Draft General Plan to be used as the project description for the EIR. This task includes a maximum of 40 hours. If more extensive revisions are required, APA can provide that service at additional cost (or as part of Task 12).
- Task 8: Review Draft Environmental Impact Report**
Review and provide comments to the County on the draft EIR for the General Plan. This task includes attending the public hearing/public outreach event for the draft EIR, if the County opts to hold a hearing. A maximum of 8 hours for the public hearing are included in this task. If additional hearing days are required, APA can provide that service at additional cost (or as part of Task 12).
- Task 9: Revise General Plan in response to DEIR**
Incorporate identified mitigation measures in the general plan and in response to legal review, if necessary.
- Task 10: General Plan Public Hearings, Notices, Staff Reports**
Draft staff reports and hearing notices and assist County in distributing other notifications in preparation for the General Plan public hearings before the Planning Commission and the Board of Supervisors. Attend meetings. This task assumes that the draft general plan and EIR hearings for the general plan will occur concurrently. This task assumes two meetings each for the Planning Commission and Board of Supervisors.
- Task 11: Final General Plan Revisions**
Prepare the final version of the adopted General Plan based on input received in response to Task 10.
- Task 12: Other General Plan Coordination Efforts, as Requested**
This task includes up to 100 hours to be allocated as determined by the Planning Director in support of the General Plan.
- Optional**
- Task 13: Prepare Community Plans**
Provide assistance editing existing community plans for inclusion in the General Plan. This task excludes amending the land use maps for community plans. This task includes up to 40 hours of public outreach meetings.

Budget

Task	Description	Hours @ \$85/hr	Costs
1	Revise administrative draft general plan elements	120	\$10,200.00
2	General Plan Open House (includes preparing exhibits)	40	\$3,400.00
3	Board of Supervisors Authorization	16	\$1,360.00
4	Board of Supervisors Amendments (if necessary)	20	\$1,700.00
5	Public Outreach	40	\$3,400.00
6	Notice of Availability	40	\$3,400.00
7	General Plan Revisions based on input	40	\$3,400.00
8	Review DEIR	32	\$2,720.00
9	Revise General Plan in response to DEIR and Legal Review	40	\$3,400.00
10	General Plan Hearings, Notices, Staff Reports	80	\$6,800.00
11	Final General Plan Revisions	10	\$850.00
12	Other General Plan Coordination Efforts	100	\$8,500.00
Costs	Mileage @ 56.5/mile; Copies	--	\$500.00
TOTAL			\$49,630.00

Optional Task

Task	Description	Hours @ \$85/hr	Costs
13	Prepare Community Plans for inclusion in General Plan; 40 hours outreach	200	\$17,000.00

Timeline: Completion of all tasks is subject to the County's availability to review and comment on the general plan elements. It is anticipated that adoption of the General Plan will occur within 18 months.

Assumptions & Exclusions:

- County will pay for reproduction (copies) and postage costs.
- County will provide GIS mapping support for public outreach events/exhibits.
- Proposal costs exclude California Department of Fish and Wildlife administration fees and other filing fees associated with environmental documents. These costs will be paid by the County.
- County will bear the costs of legal and public hearing noticing. APA can provide this service at additional cost.

This proposal remains in effect through July 31, 2014 or until a contract is executed, whichever occurs first.

AGREEMENT FOR PLANNING SERVICES FOR THE GENERAL PLAN UPDATE

This professional services agreement (Agreement) is by and between Augustine Planning Associates, Inc., a California corporation hereinafter referred to as "Contractor" and the COUNTY OF CALAVERAS, a political subdivision of the State of California, through its Planning Department, hereinafter referred to as "County".

Whereas, the County is responsible for preparation and adoption of a General Plan pursuant to Government Code 65300 and preparation and certification of an Environmental Impact Report pursuant to the California Environmental Quality Act (CEQA), Public Resources Code 21000 et. seq; and

Whereas, the Contractor is a qualified professional consultant in providing planning services related to preparation of a General Plan and environmental documents pursuant to CEQA;

Whereas, both parties desire to set forth herein the terms and conditions under which said services shall be furnished.

Now therefore, in consideration of the services to be provided by the Contractor, the County agrees to pay the Contractor for services to be rendered as specified below.

SERVICES

Contractor shall provide planning services to the County as set forth in Exhibit A, Proposal to Provide Staff Support for the Calaveras County General Plan Update, which is incorporated herein and, by this reference, made a part hereof.

TERM

This Agreement shall be in effect May 15, 2013 through December 31, 2014. Either party to this Agreement may terminate it without cause upon 30 days written notice.

WRITTEN NOTICE

a. NOTICE to COUNTY

Rebecca Willis, Planning Director
Calaveras County
891 Mountain Ranch Road
San Andreas, CA 95249
Phone: 209.754.6394
Fax: 209.754.6540
Email: rlwillis@co.calaveras.ca.us

b. NOTICE to CONTRACTOR

Amy Augustine, Augustine
Planning Associates, Inc.
270 South Barretta, Suite C
Post Office Box 3117
Sonora, CA 95370
Phone: 209-532-7376
Fax: 209-532-2652
Email: landplan@mlode.com

COMPENSATION

The maximum amount payable under this Agreement shall not exceed fifty thousand dollars (\$50,000.00), inclusive of all travel and related expenses incurred by Contractor in performance under this Agreement. Payment shall be based on completion of tasks and submission of deliverables, as set forth in Exhibit A, Proposal to Provide Staff Support for the Calaveras County General Plan Update. Contractor shall submit invoices with copy of completed deliverables pursuant to this agreement to:

Calaveras County Planning Department
Attn: Rebecca Willis, Planning Director
891 Mountain Ranch Road
San Andreas, CA 95249

The final invoice shall be received by January 31, 2015. County shall make every effort to pay Contractor within 30 days following the receipt and approval of invoices from Contractor for services provided.

INDEPENDENT CONTRACTOR

This Agreement is for the professional services of the Contractor and is non-assignable without prior written consent of the County. The Contractor is an independent contractor, and neither Contractor nor any of his/her employees or agents shall be considered employees of the County. The Contractor, in accordance with the provisions of this Agreement, shall be responsible for the performance of all tasks.

All employees, agents, contractors, or subcontractors hired or retained by the Contractor are employees, agents, contractors, or subcontractors of the Contractor and not the County. The County shall not be obligated in any way to pay any wage claims or other claims made against the Contractor by such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Contract.

INDEMNIFICATION

The Contractor shall, to the extent allowed by law, indemnify, defend and hold harmless the County, its officers, agents and employees from and against any and all claims, demands, liability, costs and expenses of any nature, including court costs and attorney fees, arising out of Contractor's performance of its obligations under this Contract. This obligation to defend and indemnify County does not include claims which arise solely from the active negligence of County or County's employees.

INSURANCE

Without limiting Contractor's indemnification, Contractor shall maintain in force at all times during the performance of this Agreement a policy or policies of insurance with a California admitted surety covering all of its operations (including but not limited to malpractice, public liability and property damage) with no less than one million dollars (\$1,000,000.00) combined single limit. Contractor shall maintain Worker's Compensation Insurance covering any employees of Contractor. The County, its elected representatives, officers, employees and volunteers shall be named as additional insured on all but the professional liability and Workers Compensation

insurance. A certificate evidencing such insurance coverage shall be filed with County and said certificate shall state that the coverage shall not be cancelled unless County is given notice in writing at least thirty (30) days in advance of cancellation. Payment of premiums for the above referenced insurance policies shall solely be the responsibility of Contractor.

CONFLICT OF INTEREST

Contractor shall have no interest and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services hereunder.

RECORD REVIEW AND RETENTION

Contractor agrees to permit County to examine or audit any pertinent books, documents, papers and records related to this Agreement.

OWNERSHIP OF DOCUMENTS AND WORK PRODUCT

All records, documents, general correspondence, and electric files, relating to the project in possession of the Contractor shall be delivered to the County upon completion of the task.

Contractor shall not be liable for any modifications to documents prepared by Contractor which are made without Contractor's advice after delivery of such documents to County.

Upon termination of this Agreement, suspension of work by either County or Contractor, Contractor shall furnish to County all documents and drawings prepared under this Agreement, whether complete or incomplete. In the event of termination for any reason, reproducible and electronic copies of all finished or unfinished documents, drawings, maps, models, photographs, and reports prepared by Contractor shall become the sole and exclusive property of the County subject to the terms and conditions in the above two paragraphs under this heading, and Contractor shall be entitled to receive compensation for any work completed on such documents and other materials determined by the County Planning Director to be of satisfactory quality and within the terms and conditions of this Agreement. All creative work undertaken by Contractor such as sketches, copy, mock-ups and all preparatory work for which Contractor is not compensated by the County shall remain the sole and exclusive property of the Contractor.

ENTIRE AGREEMENT

This Agreement and any additional document(s) incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto. No other contracts, oral communications, or written materials shall have any validity or bind any parties hereto.

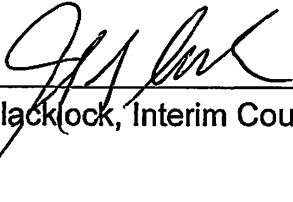
SEVERABILITY

If any provision to this Agreement is declared or found to be illegal, unenforceable, or void, then both Parties shall be relieved of all obligations arising under such provisions, and the remainder of this Agreement shall not be affected by such declaration or finding and each provision not so affected shall be enforced to the fullest extent permitted by law.

AMENDMENTS

No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by both parties.

COUNTY OF CALAVERAS



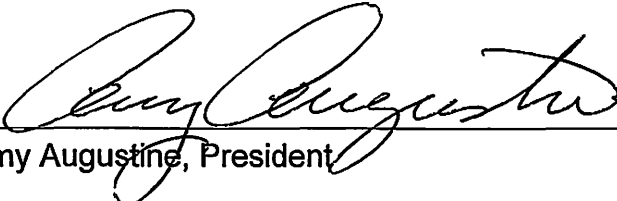
John Blacklock, Interim County Administrative Officer

5-15-13

Date

CONTRACTOR

Augustine Planning Associates, Inc.
a California Corporation



Amy Augustine, President

5-16-13

Date

Tax Payer ID # 20-0647783

APPROVED AS TO FORM:



County Counsel

5/10/13

Date



AUGUSTINE PLANNING ASSOCIATES, INC.

Proposal to Provide Staff Support for the: Calaveras County General Plan Update Calaveras County, CA

Project Understanding:

Calaveras County is currently updating its General Plan with a deadline of fall, 2014 for completing the plan and its environmental document. Significant work has been completed with respect to gathering background and baseline data. The County employs a General Plan Coordinator who is overseeing preparation of Community Plans. The County is contracted with Raney Planning & Management, Inc. to prepare the draft General Plan and the environmental impact report for the project. Two drafts of the proposed Land Use Map have been completed. A third draft is planned.

The County intends to prepare seven general plan elements as follows:

- Land Use
- Agriculture, Forestry, Minerals
- Circulation (to be prepared by Public Works)
- Conservation
- Open Space
- Safety Element
- Noise Element

The Housing Element will be addressed separately in conjunction with the 2014 update required by the State of California and is not included in this proposal.

The County intends to follow the general format of the draft Amador County General Plan, but some flexibility can be incorporated in the Calaveras County General Plan as necessary to produce a "reader-friendly" General Plan.

The County desires to have APA assist with oversight of the general plan preparation and adoption process and to provide general staff support as needed in the process.

Scope:

APA proposes to provide the following services to assist in completing the Calaveras County General Plan:

Task 1: Review background documents.

Review existing work and documents completed by Mintier, Raney and the County. Review existing environmental background and baseline documentation and public input.

Task 2: Contact and consult with advisory agencies and local experts.

APA will prepare and distribute a notice of the County's effort to update its general plan soliciting input from agencies and local experts to guide general plan content. Notifications will include, but are not limited to: all agencies on the County's advisory agency notification list, all County departments, all water and wastewater districts and agencies, fire districts and agencies, elected County officials, California Department of Fish and Wildlife, U.S. Fish and Wildlife Service, U.S. Army Corps of Engineers, local biologists, local historians, all state agencies listed on the State Clearinghouse Notice of Completion, local economic development entities, Calaveras County Chamber of Commerce, Visitor's Bureau, City of Angels Camp, Calaveras COG, Native American agencies (including initiating formal consultation pursuant to Government Code Sections 65352.3 and 65562.5 if said consultations have not already been initiated), Caltrans, adjacent Counties and Cities, Calaveras County Farm Bureau and other agricultural agencies, US Forest Service, Calaveras Big Trees State Park, CSERC, and others as identified by APA and the County.

Task 3: Coordinate with Advisory Agencies and Local Experts

Respond to questions and comments from Task #2. Process comments and distribute to Raney, County Staff and others, as appropriate.

Task 4: Refine General Plan Land Use Map

Review and provide suggested refinements to Draft #2 of the General Plan Land Use Map.

Task 5: Initial Administrative Draft of General Plan

Prepare "first cut" administrative drafts of the goals, policies and implementation programs for the seven proposed general plan elements:

- Land Use (including zoning/general plan compatibility table)
- Agriculture, Forestry, Minerals
- Circulation (to be prepared in coordination with Public Works)
- Conservation
- Open Space
- Safety Element
- Noise Element

In addition, APA will assist in incorporating Community Plans into the General Plan.

This task includes the preparation of brief, introductory, text for each element and assumes that much of the setting/background prepared for the EIR can be used to provide this introductory text. APA will identify/list any state-mandated General Plan contents that should be added by Raney to each “first-cut” element in addition to the Goals, Policies, Implementation Programs and introductory text necessary to fulfill state law (e.g., Open Space Inventory/Map).

Task 6: Draft Public Review Draft General Plan

Assist Raney and County in incorporating public and agency comments to prepare the Public Review Draft General Plan.

Task 7: General Plan Public Review Open House (San Andreas Government Center)

Organize and facilitate a one-half to one-day Open House soliciting public input for the Public Review Draft General Plan in San Andreas.

Task 8: Public Outreach (Supplemental)

Assist in organizing and facilitating up to 3 additional public outreach events of up to two hours each in locations to be determined by the County.

Task 9: General Plan Revisions based on Public Input/ Administrative Public Hearing Draft General Plan

Assist Raney and the County in incorporating public and agency comments in response to public outreach (Tasks 7, and 8) to prepare the Public Hearing Draft General Plan.

Task 10: Review Draft and Final Environmental Impact Report

Review and provide comments to the County on the draft and final EIR for the General Plan.

Task 11: General Plan Public Hearings, Notices, Staff Reports

Draft staff reports and hearing notices and assist County in distributing other notifications in preparation for the General Plan public hearings before the Planning Commission and the Board of Supervisors.

Task 12: Other General Plan Coordination Efforts, as Requested

Within budgetary constraints:

- APA can assist in preparing the general plan text and maps in addition to the goals, policies and implementation programs as required by state law to meet general plan adequacy requirements if requested by the County.

- APA will assist with other aspects of the General Plan update process as requested by the County.

Budget

Task	Description	Hours @ \$85/hr	Costs
1	Review plans and documents	10	850.00
2	Advisory Agency and Local Expert Notification	24	2040.00
3	Coordination with Advisory Agencies and Local Experts	10	850.00
4	Refine General Plan Land Use Map	40	3400.00
5	Initial Cut - Administrative Draft General Plan Goals, Policies, Implementation Programs (7 elements plus Community Plans)	200	17,000.00
6	Draft Public Review Draft General Plan	40	3400.00
7	General Plan Public Review Open House (San Andreas Government Center)	50	4250.00
8	Public Outreach (Supplemental)	20	1700.00
9	General Plan Revisions based on Public Input/ Administrative Public Hearing Draft General Plan	50	4250.00
10	Review Draft and Final Environmental Impact Report	50	4250.00
11	General Plan Public Hearings, Notices, Staff Reports	50	4250.00
12	Other General Plan Coordination Efforts, as Requested	40	3400.00
Costs	Mileage @ 56.5/mile	--	360.00
TOTAL			50,000

Timeline (Tentative):

Task	Tentative Delivery
Tasks 1-5: Delivery of initial cut Administrative Draft General Plan Goals, Policies, Implementation Programs for 7 Elements & Community Plans	To be coordinated with General Plan Update and EIR Timeline as approved in the contract between Calaveras County and Raney Planning & Management. County Planning Director and APA will prepare a written timeline that is coordinated with the work scope and progress of Raney Planning & Management.
Tasks 6-8: Public Input	Same as above.
Tasks 9-10: Draft General Plan & EIR	Same as above.
Task 11: Public Hearings	Same as above.
Task 12: Other	Ongoing

Assumptions & Exclusions:

- The completed draft EIR Background/Setting will provide the majority of the introductory text for the General Plan elements.
- This proposal excludes costs associated with the addition of new general plan elements. APA can provide additional services at additional cost if new General Plan elements are proposed by the County.
- Community Plans will be prepared by County.
- Proposed costs include one round of input and revisions by APA per administrative draft submitted. Additional reviews and revisions may be provided at additional cost, upon request.
- County will pay for reproduction (copies) and postage costs.
- County will provide GIS mapping support for public outreach events.
- Proposal costs exclude California Department of Fish and Wildlife administration fees and other filing fees for the Notice of Determination. These costs will be paid by the County.
- County will bear the costs of legal and public hearing noticing. APA can provide this service at additional cost.

This proposal remains in effect through July 31, 2013 or until a contract is executed, whichever occurs first.