

Exhibit A

Nacimiento Dam Spillway Plunge Pool Rehabilitation Project Environmental Project Management Scope of Work

Phenix Environmental Planning will serve as the Environmental Program Management consultant, providing support to the Monterey County Water Resources Agency (MCWRA) for the proposed Nacimiento Dam Plunge Pool Rehabilitation Project (Project). Primary responsibilities include assisting MCWRA in the completion of the California Environmental Quality Act (CEQA) and other environmental compliance documentation, which may include compliance with the National Environmental Policy Act (NEPA), and the oversight of the selected environmental planning/permitting consultant.

The Environmental Program Management consultant scope of services will focus on providing support to MCWRA and other project consultants (collectively referred to as the project team) in the successful implementation of the project and to provide review and quality assurance of deliverables from contractors. This includes the following tasks:

1. Assist MCWRA in obtaining the services of the environmental planning/permitting consultant, including the development of the bid package and review of proposals;
2. Prepare a preliminary project description for the purposes of the environmental review process;
3. Serve as an extension of staff to MCWRA, providing a liaison between staff and the selected environmental consultant and providing coordination with the overall project team (including design), as follows:
 - a. participate in project team meetings with staff and other consultants, as needed;
 - b. participate in environmental-specific team meetings, assumed to be biweekly;
 - c. participate in public outreach and outside agency meetings, if needed;
 - d. review and monitor performance of the selected environmental consultant's budget and schedule;
 - e. review the selected environmental consultant's monthly invoices and supporting back up and track % spent vs. % complete;
 - f. coordinate with MCWRA staff and the selected environmental consultant regarding the project file system;
 - g. coordinate with MCWRA and the selected environmental consultant to implement the quality control plan, including defining the roles and responsibilities of the contractors and MCWRA staff and monitor implementation for the duration of the project;
 - h. assist in the development of and contribute to the CEQA administrative record for the project and periodically monitor for the duration of the project; and,

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- i. participate in project team workshops to address environmental, design and other key topics critical to the completion of CEQA/NEPA and permitting.
4. Review and provide comments to MCWRA on environmental consultant deliverables including:
 - a. meeting agendas, notes, and other meeting materials;
 - b. project work plan/schedule;
 - c. technical memos or reports;
 - d. draft and final CEQA/NEPA documents, including:
 - 1) all CEQA environmental documents, including administration drafts, public drafts, administration final and final versions
 - 2) all NEPA environmental documentation, if needed
 - 3) public notices
 - 4) draft and final Mitigation Monitoring and Reporting Program;
 - e. environmental mitigation measure cost estimates, if needed; and,
 - f. draft and final permit applications.
5. Coordinate with the project team and appropriate technical staff to provide comments on environmental deliverables in a timely manner. Develop a comment matrix to be used for each major deliverable and coordinate and/or participate in one meeting for each deliverable to discuss key comments with the selected environmental consultant.
6. Attend MCWRA Board of Director (BOD) and Board of Supervisors (BOS) public hearings on the project, if requested.

Deliverables:

- 1) Draft and revised version of the Preliminary Project Description.
- 2) Meeting materials (agenda, notes, etc.), as needed.
- 3) Compiled tracked-changes versions of team comments on the draft environmental documents (assuming WORD format) and a comment matrix for environmental deliverables, to be provided to MCWRA and to the selected environmental consultant as a complete set of comments for review and incorporation into final environmental documents.
- 4) Monthly progress report, including status of selected environmental consultant's deliverables (schedule, budget and % complete) and activities conducted by Phenix.