



Bolinas Community Public Utility District Pedestrian and Bicycle Path Project

Coastal Development Permit Application and Supporting Biological Site Assessment Report

Change Order

Prepared for:

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WRA PROJECT NO. 320121

PURPOSE

WRA is pleased to submit this scope of work and cost estimate to the Bolinas Community Public Utility District (BCPUD; Client) in support of the Pedestrian and Bicycle Path Improvements Project (Project). The purpose of this Change Order is to describe the work necessary to complete a Coastal Development Permit (CDP) application and supporting biological documentation, i.e. a Biological Site Assessment (BSA) report sufficient to satisfy the requirement for a biological review of the Project by the Marin County Community Development Agency, Planning Division.

WRA previously completed biological site visits and initial sensitive environmental resources mapping (Coastal Zone Environmentally Sensitive Habitat Areas (ESHAs)) in 2022 and provided a draft ESHA map which identified potential aquatic ESHAs and associated buffers within the Project Area. Following the initial ESHA map WRA completed revisions of the map associated



with changes in the project excluding a potential path extension area, and participated in multiple meetings with the Client, engineer, and County representatives to discuss potential regulatory permitting requirements of the Project. The path is an existing pedestrian and bicycle path that originally obtained a CDP when it was built. However, due to the presence of potential aquatic ESHAs within less than 50 feet of the existing path, it is generally resulting assumed that repair and maintenance provisions of the Marin County Local Coastal Program (LCP) may not apply to the Project, and a new CDP may be required to complete the Project, at least for portions of the Project within ESHA buffers.

WORK PRODUCTS

- BSA Report with Reduced Buffer Analysis
- Coastal Development Permit (CDP) Application

SCOPE OF WORK

TASK 1. On-site Meeting with Design Team and Biological Site Assessment Verification

Based on recent discussions the Client has had with the County, it may be advantageous and appropriate to modify the alignment of the pedestrian trail to avoid or minimize impacts within previously identified ESHA buffers. Under this task, the WRA Principal and Project manager will both attend an on-site meeting with the Client and Design Team to walk the existing alignment and assess the potential for modification of the trail alignment to avoid existing ESHAs and buffers. During the site visit, the WRA will confirm previously identified aquatic ESHA boundaries, and map any other potential ESHAs within a potential re-routed alignment if identified. The results of this site visit will be provided as an updated ESHA map if the extent or distribution of potential ESHAs has changed, and/or the proposed alignment is modified.

TASK 2: Biological Site Assessment Report with Reduced Buffer Analysis

WRA biologists conducted site visits in 2022 to map potential Environmentally Sensitive Habitat Areas (ESHA) and survey for potential special-status species. Following the surveys, WRA produced a map of potential aquatic ESHAs within the Project Area, but did not complete the BSA report. The Client had initially hoped to complete this Project as maintenance and repair activities under the existing CDP. However, through correspondence with the County, it was determined that the Marin County Amended Local Coastal Program (LCP) does not allow Projects within minimum ESHA buffers to qualify as maintenance and repair. Therefore, a full BSA with reduced buffer analysis for ESHAs is expected to be required. This task includes the work already completed and the BSA report which has not yet been completed.

Following Task 1, once a preferred trail alignment has been determined, WRA will use existing data, confirmed and/or modified during the 2025 site visit (Task 1) to prepare a BSA report that will meet the County standards for projects that occur within the Coastal Zone. WRA will review existing species database lists (e.g., CNDDDB, county lists) to determine if special-status species are or may be present.

The BSA report will indicate whether there are terrestrial and/or aquatic ESHA on the property and will analyze the potential project impacts within ESHA buffers following the guidelines for reduced buffer analyses in the Amended LCP. If significant potential impacts are identified,

recommendations for avoiding/reducing impacts will be included in the Project Description, following the guidelines for Marin County BSAs. Photographs, and species lists, will be included as appropriate. A draft report will be submitted to the client for review and comment, followed by a final report that incorporates comments.

Our standard protocol for conducting this BSA consists of the following:

- A report will be prepared that discusses the results of the database and literature search, site assessment, and project impacts. The purpose of the report is to develop an analysis of any potential project impacts to sensitive biological resources that occur or have the potential to occur in the Project Area based on the site visit and background research. Potential use of the site by any sensitive species will be ranked as no potential, unlikely, moderate, or high depending upon the suitability of the habitat or proximity of any known records uncovered in the database search. If any sensitive species are observed during the site visit, they will be reported in the findings.
- Based on the results of the site assessment, the report may recommend additional studies that may be needed to support project planning or construction. Per the Marin County BSA Guidance, the report will discuss, and recommend general avoidance, minimization, and/or mitigation measures for any potential project impacts to sensitive species or biological communities.
- If appropriate, other potential biological regulatory issues will be addressed, including designated critical habitat for federally listed species, local sensitive habitat and species policies or conservation plans.
- General avoidance, minimization, and mitigation measures for any potential impacts that could occur as a result of a project on the property will be discussed.

TASK 3: Coastal Development Permit Application

WRA will compile the information needed for the County Coastal Development Permit application, coordination with project engineers, send the Client a draft to review and for signature, and submit/coordinate with the County through approval. This task includes time for work such as the following: coordination with the County; meeting with the Project team; compilation and submittal of the permit application; and responding to one round of County questions and data requests.

SCHEDULE

Work can begin upon execution of this Change Order.

STAFFING

Matt Richmond will be the principal in charge of the project. Scott Yarger will be the project manager. Other staff will be assigned to the project as necessary to complete the work outlined in this Change Order.

ADDITIONAL ASSUMPTIONS



The following assumptions have been made in the preparation of this Change Order, and are in addition to the assumptions made in WRA's original Scope of Work:

- hat no permit fees are included in the SOW, which are the sole responsibility of the Client.
- A detailed Project Description will be provided to WRA for the BSA and the CDP.
- Project design CAD files will be provided to WRA by BKF.
- Any previous correspondence between Client or the project owner and government agencies that relates to WRA's proposed work will be provided to WRA.
- Any biological survey, assessment, or other reconnaissance is dependent on current conditions, and data obtained may not be accurate or applicable in subsequent years.
- No additional areas will be surveyed for biological resources, beyond limited areas to be determined in the field in Task 1 pertaining to a potential partial re-route of the path.

ESTIMATED COST

The cost for the services described in this Change Order is provided below. This cost is based on the assumptions above and normal working conditions. Costs may be reallocated between tasks that are based on time and materials, but the total cost shown below will not be exceeded without authorization.

TASK	COST
1. On-site Meeting with Design Team and ESHA Mapping Verification	\$5,800
2. Biological Site Assessment Report with Reduced Buffer Analysis	\$ 6,800
3. Coastal Development Permit Application	\$12,000
TOTAL:	\$24,600

TERMS AND CONDITIONS

This Change Order is subject to the terms and conditions incorporated in the original WRA Scope of Work executed by the parties hereto, dated **April 25, 2022 (date of WRA signature)**.

(Approval / Signature Page Follows)



APPROVAL TO PROCEED

To authorize WRA's services and signify their mutual intent to be legally bound by this Change Order, authorized representatives of the parties hereby execute this agreement, effective upon the date when both parties have signed below.

For Client

Signature Date

Printed Name and Title

Email Address

Billing Information:

Name and Email (if different from above)

For WRA

Signature Date

Printed Name and Title

