

SERVICE AGREEMENT CITY OF FRESNO, CALIFORNIA

THIS AGREEMENT (Agreement) is made and entered into, effective on _____, by and between the CITY OF FRESNO, a California municipal corporation (City), and CSG Consultants, Inc. (Service Provider).

RECITALS

WHEREAS, City desires to obtain California Environmental Quality Act (CEQA) professional services for Planning and Development on call CEQA projects (Project); and

WHEREAS, the City has established a pre-qualified list of consultants (Service Provider) for development project applicants (Developer) to choose from; and

WHEREAS, Service Provider is engaged in the business of furnishing such services as a CEQA environmental professional consultant and hereby represents that it desires to and is professionally and legally capable of performing the services called for by this Agreement; and

WHEREAS, Service Provider shall not be compensated by the City, instead the Developer for the Project shall be solely responsible for compensation by the Project's developer; and

WHEREAS, Service Provider acknowledges that this Agreement is subject to the requirements of Fresno Municipal Code Section 4-107; and

WHEREAS, this Agreement will be administered for City by its Planning Development Director (Administrator) or designee.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and of the covenants, conditions, and premises hereinafter contained to be kept and performed by the respective parties, it is mutually agreed as follows:

1. Scope of Services. Service Provider shall perform to the satisfaction of City the services described in **Exhibit A**, including all work incidental to, or necessary to perform, such services even though not specifically described in **Exhibit A**.
2. Term of Agreement and Time for Performance. This Agreement shall be effective from the date first set forth above (Effective Date) and shall continue in full force and effect through October 30, 2028, with the option of two additional one-year extensions, subject to any earlier termination in accordance with this Agreement. The services of Service Provider as described in **Exhibit A** are to commence upon the Effective Date and shall be completed in a sequence assuring expeditious completion, but in any event, all such services shall be completed prior to expiration of this Agreement and in accordance with any performance schedule set forth in **Exhibit A**.
3. Compensation.
 - (a) Service Provider's sole compensation for satisfactory performance of all services required or rendered pursuant to this Agreement and shall not

exceed \$2,000,000 paid on the basis of the rates set forth in the schedule of fees and expenses contained in **Exhibit A**. Such fee includes all expenses incurred by Service Provider in performance of the services and are not for appropriations.

- (b) Detailed statements shall be rendered monthly for services performed in the preceding month and will be payable in the normal course of City business. City shall not be obligated to reimburse any expense for which it has not received a detailed invoice with applicable copies of representative and identifiable receipts or records substantiating such expenses.
- (c) The parties may modify this Agreement to increase or decrease the scope of services or provide for the rendition of services not required by this Agreement, which modification shall include an adjustment to Service Provider's compensation. Any change in the scope of services must be made by written amendment to the Agreement signed by an authorized representative for each party. Service Provider shall not be entitled to any additional compensation if services are performed prior to a signed written amendment.

4. Termination, Remedies, and Force Majeure.

- (a) This Agreement shall terminate without any liability of City to Service Provider upon the earlier of : (i) Service Provider's filing for protection under the federal bankruptcy laws, or any bankruptcy petition or petition for receiver commenced by a third party against Service Provider; (ii) seven calendar days' prior written notice with or without cause by City to Service Provider; (iii) City's non-appropriation of funds sufficient to meet its obligations hereunder during any City fiscal year of this Agreement, or insufficient funding for the Project; or (iv) expiration of this Agreement.
- (b) Immediately upon any termination or expiration of this Agreement, Service Provider shall (i) immediately stop all work hereunder; (ii) immediately cause any and all of its subcontractors to cease work; and (iii) return to City any and all unearned payments and all properties and materials in the possession of Service Provider that are owned by City. Subject to the terms of this Agreement, Service Provider shall be paid compensation for services satisfactorily performed prior to the effective date of termination. Service Provider shall not be paid for any work or services performed or costs incurred which reasonably could have been avoided.
- (c) In the event of termination due to failure of Service Provider to satisfactorily perform in accordance with the terms of this Agreement, City may withhold an amount that would otherwise be payable as an offset to, but not in excess of, City's damages caused by such failure. In no event shall any payment by City pursuant to this Agreement constitute a waiver by City of any breach of this Agreement which may then exist on the part of Service Provider, nor shall such payment impair or prejudice any remedy available to City with respect to the breach.

- (d) Upon any breach of this Agreement by Service Provider, City may (i) exercise any right, remedy (in contract, law or equity), or privilege which may be available to it under applicable laws of the State of California or any other applicable law; (ii) proceed by appropriate court action to enforce the terms of the Agreement; and/or (iii) recover all direct, indirect, consequential, economic and incidental damages for the breach of the Agreement. If it is determined that City improperly terminated this Agreement for default, such termination shall be deemed a termination for convenience.
- (e) Service Provider shall provide City with adequate written assurances of future performance, upon Administrator's request, in the event Service Provider fails to comply with any terms or conditions of this Agreement.
- (f) Service Provider shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of Service Provider and without its fault or negligence such as, acts of God or the public enemy, acts of City in its contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. Service Provider shall notify Administrator in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, and shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to Administrator of the cessation of such occurrence.

5. Confidential Information and Ownership of Documents.

- (a) Any reports, information, or other data prepared or assembled by Service Provider pursuant to this Agreement shall not be made available to any individual or organization by Service Provider without the prior written approval of the Administrator. During the term of this Agreement, and thereafter, Service Provider shall not, without the prior written consent of City, disclose to anyone any Confidential Information. The term Confidential Information for the purposes of this Agreement shall include all proprietary and confidential information of City, including but not limited to business plans, marketing plans, financial information, materials, compilations, documents, instruments, models, source or object codes and other information disclosed or submitted, orally, in writing, or by any other medium or media. All Confidential Information shall be and remain confidential and proprietary in City.
- (b) Any and all writings and documents prepared or provided by Service Provider pursuant to this Agreement are the property of City at the time of preparation and shall be turned over to City upon expiration or termination of the Agreement. Service Provider shall not permit the reproduction or use thereof by any other person except as otherwise expressly provided herein.
- (c) If Service Provider should subcontract all or any portion of the services to be performed under this Agreement, Service Provider shall cause each subcontractor to also comply with the requirements of this Section 5.

(d) This Section 5 shall survive expiration or termination of this Agreement.

6. Level of Skill. It is further mutually understood and agreed by and between the parties hereto that inasmuch as Service Provider represents to City that Service Provider and its subcontractors, if any, are skilled in the profession and shall perform in accordance with the standards of said industry necessary to perform the services agreed to be done by it under this Agreement, City relies upon the skill of Service Provider and its subcontractors, if any, to do and perform such services in a skillful manner and Service Provider agrees to thus perform the services and require the same of any subcontractors. Therefore, any acceptance of such services by City shall not operate as a release of Service Provider or any subcontractors from said industry and professional standards.
7. Indemnification. To the furthest extent allowed by law, Service Provider shall indemnify, hold harmless and defend City and each of its officers, officials, employees, agents, and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by City, Service Provider or any other person, and from any and all claims, demands and actions in law or equity (including reasonable attorney's fees, litigation expenses and cost to enforce this agreement), arising or alleged to have arisen directly or indirectly out of performance of this Agreement. Service Provider's obligations under the preceding sentence shall apply regardless of whether City or any of its officers, officials, employees, agents, or volunteers are negligent, but shall not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross negligence, or caused by the willful misconduct, of City or any of its officers, officials, employees, agents, or volunteers.

If Service Provider should subcontract all or any portion of the work to be performed under this Agreement, Service Provider shall require each subcontractor to indemnify, hold harmless and defend City and each of its officers, officials, employees, agents, and volunteers in accordance with the terms of the preceding paragraph.

This section shall survive termination or expiration of this Agreement.

8. Insurance.
 - (a) Throughout the life of this Agreement, the Service Provider shall pay for and maintain in full force and effect all insurance as required in **Exhibit B**, which is incorporated into and part of this Agreement, with an insurance company(ies) either (i) admitted by the California Insurance Commissioner to do business in the State of California and rated no less than "A-VII" in the Best's Insurance Rating Guide, or (ii) as may be authorized in writing by the City's Risk Manager or designee at any time and in its sole discretion. The required policies of insurance as stated in **Exhibit B** shall maintain limits of liability of not less than those amounts stated therein. However, the insurance limits available to the City, its officers, officials, employees, agents, and volunteers as additional insureds, shall be the greater of the

minimum limits specified therein or the full limit of any insurance proceeds to the named insured.

- (b) If at any time during the life of the Agreement or any extension, the Service Provider or any of its subcontractors/sub-Service Providers fail to maintain any required insurance, all services and work under this Agreement shall be discontinued immediately, and all payments due, or that become due, to the Service Provider shall be withheld until insurance is in compliance with the requirements. Any failure to maintain the required insurance shall be sufficient cause for the City to terminate this Agreement. No action taken by the City pursuant to this section shall in any way relieve the Service Provider of its responsibilities under this Agreement. The phrase "fail to maintain any required insurance" shall include, without limitation, notification received by the City that an insurer has commenced proceedings, or has had proceedings commenced against it, indicating that the insurer is insolvent.
- (c) The fact that insurance is obtained by the Service Provider shall not be deemed to release or diminish the liability of the Service Provider, including, without limitation, liability under the indemnity provisions of this Agreement. The duty to indemnify the City shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by the Service Provider. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of the Service Provider, its principals, officers, agents, employees, persons under the supervision of the Service Provider, vendors, suppliers, invitees, Service Providers, sub-Service Providers, subcontractors, or anyone employed directly or indirectly by any of them.

9. Conflict of Interest and Non-Solicitation.

- (a) Prior to City's execution of this Agreement, Service Provider shall complete a City of Fresno conflict of interest disclosure statement in the form as set forth in Exhibit C. During the term of this Agreement, Service Provider shall have the obligation and duty to immediately notify City in writing of any change to the information provided by Service Provider in such statement.
- (b) Service Provider shall comply, and require its subcontractors to comply, with all applicable (i) professional canons and requirements governing avoidance of impermissible client conflicts; and (ii) federal, state, and local conflict of interest laws and regulations including, without limitation, California Government Code Section 1090 et. seq., the California Political Reform Act (California Government Code Section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations Section 18700 et. seq.). At any time, upon written request of City, Service Provider shall provide a written opinion of its legal counsel and that of any subcontractor that, after a due diligent inquiry, Service Provider and the respective subcontractor(s) are in full compliance with all laws and regulations. Service

Provider shall take, and require its subcontractors to take, reasonable steps to avoid any appearance of a conflict of interest. Upon discovery of any facts giving rise to the appearance of a conflict of interest, Service Provider shall immediately notify City of these facts in writing.

- (c) Consultant's duties and services under this Agreement shall not include preparing or assisting the City with any portion of the City's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the City. The City entering this Agreement 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 the City 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.
 - (d) In performing the work or services to be provided hereunder, Service Provider shall not employ or retain the services of any person while such person either is employed by City or is a member of any City council, commission, board, committee, or similar City body. This requirement may be waived in writing by the City Manager, if no actual or potential conflict is involved.
 - (e) Service Provider represents and warrants that it has not paid or agreed to pay any compensation, contingent or otherwise, direct or indirect, to solicit, or procure this Agreement or any rights/benefits hereunder.
 - (f) Service Provider and any of its subcontractors shall have no interest, direct or indirect, in any other contract with a third party in connection with this Project unless such interest is in accordance with all applicable law and fully disclosed to and approved by the City Manager, in advance and in writing. Notwithstanding any approval given by the City Manager under this provision, Service Provider shall remain responsible for complying with Section 9(a), above.
 - (g) If Service Provider should subcontract all or any portion of the work to be performed or services to be provided under this Agreement, Service Provider shall include the provisions of this Section 9 in each subcontract and require its subcontractors to comply therewith.
 - (h) This Section 9 shall survive expiration or termination of this Agreement.
10. Recycling Program. In the event Service Provider maintains an office or operates a facility(ies), or is required herein to maintain or operate same, within the incorporated limits of the City of Fresno, Service Provider at its sole cost and expense shall:

- (a) Immediately establish and maintain a viable and ongoing recycling program, approved by City's Solid Waste Management Division, for each office and facility. Literature describing City recycling programs is available from City's Solid Waste Management Division and by calling City of Fresno Recycling Hotline at (559) 621-1111.
- (b) Immediately contact City's Solid Waste Management Division at (559) 621-1452 and schedule a free waste audit, and cooperate with such Division in their conduct of the audit for each office and facility.
- (c) Cooperate with and demonstrate to the satisfaction of City's Solid Waste Management Division the establishment of the recycling program in paragraph (a) above and the ongoing maintenance thereof.

11. General Terms.

- (a) Except as otherwise provided by law, all notices expressly required of City within the body of this Agreement, and not otherwise specifically provided for, shall be effective only if signed by the Administrator or designee.
- (b) Records of Service Provider's expenses pertaining to the Project shall be kept on a generally recognized accounting basis and shall be available to City or its authorized representatives upon request during regular business hours throughout the life of this Agreement and for a period of three years after final payment or, if longer, for any period required by law. In addition, all books, documents, papers, and records of Service Provider pertaining to the Project shall be available for the purpose of making audits, examinations, excerpts, and transcriptions for the same period of time. If any litigation, claim, negotiations, audit or other action is commenced before the expiration of said time period, all records shall be retained and made available to City until such action is resolved, or until the end of said time period whichever shall later occur. If Service Provider should subcontract all or any portion of the services to be performed under this Agreement, Service Provider shall cause each subcontractor to also comply with the requirements of this paragraph. This Section 11(b) shall survive expiration or termination of this Agreement.
- (c) Prior to execution of this Agreement by City, Service Provider shall have provided evidence to City that Service Provider is licensed to perform the services called for by this Agreement (or that no license is required). If Service Provider should subcontract all or any portion of the work or services to be performed under this Agreement, Service Provider shall require each subcontractor to provide evidence to City that subcontractor is licensed to perform the services called for by this Agreement (or that no license is required) before beginning work.

12. Nondiscrimination. To the extent required by controlling federal, state and local law, Service Provider shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability,

medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Subject to the foregoing and during the performance of this Agreement, Service Provider agrees as follows:

- (a) Service Provider will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.
- (b) Service Provider will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Service Provider shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era. Such requirement shall apply to Service Provider's employment practices including, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Service Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.
- (c) Service Provider will, in all solicitations or advertisements for employees placed by or on behalf of Service Provider in pursuit hereof, state that all qualified applicants will receive consideration for employment without regard to race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era.
- (d) Service Provider will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice advising such labor union or workers' representatives of Service Provider's commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (e) If Service Provider should subcontract all or any portion of the services to be performed under this Agreement, Service Provider shall cause each subcontractor to also comply with the requirements of this Section 12.

13. Independent Contractor.

- (a) In the furnishing of the services provided for herein, Service Provider is acting solely as an independent contractor. Neither Service Provider, nor any of its officers, agents, or employees shall be deemed an officer, agent, employee, joint venturer, partner, or associate of City for any purpose. City shall have no right to control or supervise or direct the manner or method by which Service Provider shall perform its work and functions. However, City shall retain the right to administer this Agreement so as to verify that Service Provider is performing its obligations in accordance with the terms and conditions thereof.
- (b) This Agreement does not evidence a partnership or joint venture between Service Provider and City. Service Provider shall have no authority to bind City absent City's express written consent. Except to the extent otherwise provided in this Agreement, Service Provider shall bear its own costs and expenses in pursuit thereof.
- (c) Because of its status as an independent contractor, Service Provider and its officers, agents, and employees shall have absolutely no right to employment rights and benefits available to City employees. Service Provider shall be solely liable and responsible for all payroll and tax withholding and for providing to, or on behalf of, its employees all employee benefits including, without limitation, health, welfare and retirement benefits. In addition, together with its other obligations under this Agreement, Service Provider shall be solely responsible, indemnify, defend and save City harmless from all matters relating to employment and tax withholding for and payment of Service Provider's employees, including, without limitation, (i) compliance with Social Security and unemployment insurance withholding, payment of workers compensation benefits, and all other laws and regulations governing matters of employee withholding, taxes and payment; and (ii) any claim of right or interest in City employment benefits, entitlements, programs and/or funds offered employees of City whether arising by reason of any common law, de facto, leased, or co- employee rights or other theory. It is acknowledged that during the term of this Agreement, Service Provider may be providing services to others unrelated to City or to this Agreement.

14. Notices. Any notice required or intended to be given to either party under the terms of this Agreement shall be in writing and shall be deemed to be duly given if delivered personally, transmitted by facsimile followed by telephone confirmation of receipt, or sent by United States registered or certified mail, with postage prepaid, return receipt requested, addressed to the party to which notice is to be given at the party's address set forth on the signature page of this Agreement or at such other address as the parties may from time to time designate by written notice. Notices served by United States mail in the manner above described shall be deemed sufficiently served or given at the time of the mailing thereof.

15. Binding. Subject to Section 16, below, once this Agreement is signed by all parties, it shall be binding upon, and shall inure to the benefit of, all parties, and each parties' respective heirs, successors, assigns, transferees, agents, servants, employees and representatives.
16. Assignment.
 - (a) This Agreement is personal to Service Provider and there shall be no assignment by Service Provider of its rights or obligations under this Agreement without the prior written approval of the City Manager or designee. Any attempted assignment by Service Provider, its successors or assigns, shall be null and void unless approved in writing by the City Manager or designee.
 - (b) Service Provider hereby agrees not to assign the payment of any monies due Service Provider from City under the terms of this Agreement to any other individual(s), corporation(s) or entity(ies). City retains the right to pay any and all monies due Service Provider directly to Service Provider.
17. Compliance With Law. In providing the services required under this Agreement, Service Provider shall at all times comply with all applicable laws of the United States, the State of California and City, and with all applicable regulations promulgated by federal, state, regional, or local administrative and regulatory agencies, now in force and as they may be enacted, issued, or amended during the term of this Agreement.
18. Waiver. The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement. No provisions of this Agreement may be waived unless in writing and signed by all parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.
19. Governing Law and Venue. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California, excluding, however, any conflict of laws rule which would apply the law of another jurisdiction. Venue for purposes of the filing of any action regarding the enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Fresno County, California.
20. Headings. The section headings in this Agreement are for convenience and reference only and shall not be construed or held in any way to explain, modify or add to the interpretation or meaning of the provisions of this Agreement.
21. Severability. The provisions of this Agreement are severable. The invalidity, or unenforceability of any one provision in this Agreement shall not affect the other provisions.
22. Interpretation. The parties acknowledge that this Agreement in its final form is the result of the combined efforts of the parties and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be

resolved by construing this Agreement in favor of or against either party, but rather by construing the terms in accordance with their generally accepted meaning.

23. Attorney's Fees. If either party is required to commence any proceeding or legal action to enforce or interpret any term, covenant or condition of this Agreement, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorney's fees and legal expenses.
24. Exhibits. Each exhibit and attachment referenced in this Agreement is, by the reference, incorporated into and made a part of this Agreement.
25. Precedence of Documents. In the event of any conflict between the body of this Agreement and any exhibit or attachment hereto, the terms and conditions of the body of this Agreement shall control and take precedence over the terms and conditions expressed within the exhibit or attachment. Furthermore, any terms or conditions contained within any exhibit or attachment hereto which purport to modify the allocation of risk between the parties, provided for within the body of this Agreement, shall be null and void.
26. Cumulative Remedies. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.
27. No Third Party Beneficiaries. The rights, interests, duties, and obligations defined within this Agreement are intended for the specific parties hereto as identified in the preamble of this Agreement. Notwithstanding anything stated to the contrary in this Agreement, it is not intended that any rights or interests in this Agreement benefit or flow to the interest of any third parties.
28. Extent of Agreement. Each party acknowledges that they have read and fully understand the contents of this Agreement. This Agreement represents the entire and integrated agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be modified only by written instrument duly authorized and executed by both City and Service Provider.
29. The City Manager, or designee, is hereby authorized and directed to execute and implement this Agreement. The previous sentence is not intended to delegate any authority to the City Manager to administer the Agreement, any delegation of authority must be expressly included in the Agreement.

[SIGNATURES FOLLOW ON THE NEXT PAGE.]

IN WITNESS WHEREOF, the parties have executed this Agreement at Fresno, California, the day and year first above written.

IN WITNESS WHEREOF, the parties have executed this Agreement at Fresno, California, on the day and year first above written.

CITY OF FRESNO,
A California municipal corporation

By: _____
Georgeanne A. White Date
City Manager

APPROVED AS TO FORM:
ANDREW JANZ
City Attorney

By: _____
Kristi Costa 10/10/2025
Kristi Costa Date
Supervising Deputy City Attorney

ATTEST:
TODD STERMER, CMC
City Clerk

By: _____
Deputy Date

Addresses:
CITY:
City of Fresno
Attention: David Densley
Projects Administrator
2600 Fresno Street, 3rd Floor
Fresno, CA 93721
Phone: (559) 621-8473
E-mail: David.Densley@fresno.gov

Attachments:

1. Exhibit A - Scope of Services
2. Exhibit B - Insurance Requirements
3. Exhibit C - Conflict of Interest Disclosure Form
4. Exhibit D – Standards of Performance

CSC Consultants, Inc.

By: _____
Cyrus Kianpour 10/9/2025
7AC12FF2224A4B2...

Name: Cyrus Kianpour

Title: president

(If corporation or LLC., Board Chair,
President or Vice Pres.)

By: _____
Nourdin Khayata 10/10/2025
5E8310B4B2EC410...

Name: Nourdin Khayata

Title: Secretary

(If corporation or LLC., CFO, Treasurer,
Secretary or Assistant Secretary)

REVIEWED BY:

SERVICE PROVIDER:

CSG Consultants, Inc.
Attention: Glenn Lajoie
Director of Environmental Planning
3707 W. Garden Grove Blvd., Suite 100
Orange, CA, 928684
Phone: 714-568-1010
E-mail: glennl@csgengr.com

EXHIBIT A

SCOPE OF SERVICES

**Service Agreement between City of Fresno
and CSG Consultants, Inc.**

ON-CALL ENVIRONMENTAL SERVICES PURSUANT TO CEQA

See attached.

Schedule of Fees:

See attached.

EXHIBIT B

INSURANCE REQUIREMENTS

Service Agreement between City of Fresno (City) and CSG Consultants, Inc. (Service Provider)

ON-CALL ENVIRONMENTAL SERVICES PURSUANT TO CEQA

MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. The most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01, providing liability coverage arising out of your business operations. The Commercial General Liability policy shall be written on an occurrence form and shall provide coverage for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations (including the use of owned and non-owned equipment), products and completed operations, and contractual liability (including, without limitation, indemnity obligations under the Agreement) with limits of liability not less than those set forth under "Minimum Limits of Insurance."
2. The most current version of Commercial Auto Coverage Form CA 00 01, providing liability coverage arising out of the ownership, maintenance or use of automobiles in the course of your business operations. The Automobile Policy shall be written on an occurrence form and shall provide coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1- Any Auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Professional Liability (Errors and Omissions) insurance appropriate to Consultant's profession.

MINIMUM LIMITS OF INSURANCE

The Consultant, or any party the Consultant subcontracts with, shall maintain limits of liability of not less than those set forth below. However, insurance limits available to the City, its officers, officials, employees, agents, and volunteers as additional insureds, shall be the greater of the minimum limits specified herein or the full limit of any insurance proceeds available to the named insured:

1. **COMMERCIAL GENERAL LIABILITY:**
 - (i) \$1,000,000 per occurrence for bodily injury and property damage;
 - (ii) \$1,000,000 per occurrence for personal and advertising injury;
 - (iii) \$2,000,000 aggregate for products and completed operations; and,
 - (iv) \$2,000,000 general aggregate applying separately to the work performed under the Agreement.
2. **COMMERCIAL AUTOMOBILE LIABILITY:**

\$1,000,000 per accident for bodily injury and property damage.
3. **WORKERS' COMPENSATION INSURANCE** as required by the State of California with statutory limits.

4. EMPLOYER'S LIABILITY:

- (i) \$1,000,000 each accident for bodily injury;
- (ii) \$1,000,000 disease each employee; and,
- (iii) \$1,000,000 disease policy limit.

5. PROFESSIONAL LIABILITY (Errors and Omissions):

- (i) \$1,000,000 per claim/occurrence; and,
- (ii) \$2,000,000 policy aggregate.

UMBRELLA OR EXCESS INSURANCE

In the event the Consultant purchases an Umbrella or Excess insurance policy(ies) to meet the "Minimum Limits of Insurance," this insurance policy(ies) shall "follow form" and afford no less coverage than the primary insurance policy(ies). In addition, such Umbrella or Excess insurance policy(ies) shall also apply on a primary and non-contributory basis for the benefit of the City, its officers, officials, employees, agents, and volunteers.

DEDUCTIBLES AND SELF-INSURED RETENTIONS

The Consultant shall be responsible for payment of any deductibles contained in any insurance policy(ies) required herein and the Consultant shall also be responsible for payment of any self-insured retentions.

OTHER INSURANCE PROVISIONS/ENDORSEMENTS

The General Liability and Automobile Liability insurance policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees, agents, and volunteers are to be covered as additional insureds. Consultant shall establish additional insured status for the City under the General Liability policy for all ongoing and completed operations by use of endorsements providing additional insured status as broad as that contained in ISO Form CG 20 10 11 85 or CG 20 10 04 13.
2. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees, agents, and volunteers. Any available insurance proceeds in excess of the specified minimum limits and coverage shall be available to the Additional Insured.
3. Consultant's insurance coverage shall be primary insurance with respect to the City, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents, and volunteers shall be excess of the Consultant's insurance and shall not contribute with it. The Consultant shall establish primary and non-contributory status on the General Liability policy by use of ISO Form CG 20 01 04 13, or by an executed endorsement that provides primary and non-contributory status as broad as that contained in ISO Form CG 20 01 04 13.
4. All policies of insurance shall contain, or be endorsed to contain, the following provision: the Consultant and its insurer shall waive any right of subrogation against the City, its officers, officials, employees, agents, and volunteers.

5. All policies of insurance required herein shall be endorsed to provide that the coverage shall not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar days written notice by certified mail, return receipt requested, has been given to the City. The Consultant is also responsible for providing written notice to the City under the same terms and conditions. Upon issuance by the insurer, broker, or agent, of a notice of cancellation, non-renewal, or reduction in coverage or in limits, the Consultant shall furnish the City with a new certificate and applicable endorsements for such policy(ies). In the event any policy is due to expire during the work to be performed for the City, the Consultant shall provide a new certificate, and applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the expiration date of the expiring policy.

6. Should any of the required policies provide that the defense costs are paid within the Limits of Liability, thereby reducing the available limits by any defense costs, then the requirement for the Limits of Liability of these policies will be twice the above stated limits.

7. The fact that insurance is obtained by the Consultant shall not be deemed to release or diminish the liability of the Consultant, including, without limitation, liability under the indemnity provisions of this Agreement. The policy limits do not act as a limitation upon the amount of indemnification to be provided by the Consultant. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of the Consultant, its principals, officers, agents, employees, persons under the supervision of the Consultant, vendors, suppliers, invitees, consultants, sub-consultants, subcontractors, or anyone employed directly or indirectly by any of them.

CLAIMS-MADE POLICIES

If the Professional Liability (Errors and Omissions) insurance policy is written on a claims-made form:

1. The retroactive date must be shown, and must be before the effective date of the Agreement or the commencement of work by the Consultant.

2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement work or termination of the Agreement, whichever occurs first, or, in the alternative, the policy shall be endorsed to provide not less than a five-year discovery period.

3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of the Agreement or the commencement of work by the Consultant, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years completion of the Agreement work or termination of the Agreement, whichever occurs first.

4. A copy of the claims reporting requirements must be submitted to the City for review.

5. These requirements shall survive expiration or termination of the Agreement.

VERIFICATION OF COVERAGE

the Consultant shall furnish City with all certificate(s) and applicable endorsements effecting coverage required hereunder. All certificates and applicable endorsements are

to be received and approved by the City's Risk Manager or designee prior to City's execution of the Agreement and before work commences. All non-ISO endorsements amending policy coverage shall be executed by a licensed and authorized agent or broker. Upon request of City, the Consultant shall immediately furnish City with a complete copy of any insurance policy required under this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and correct copy of the original policy. This requirement shall survive expiration or termination of this Agreement.

SUBCONTRACTORS

If the Consultant subcontracts any or all of the services to be performed under this Agreement, the Consultant shall require, at the discretion of the City Risk Manager or designee, subcontractor(s) to enter into a separate side agreement with the City to provide required indemnification and insurance protection. Any required side agreement(s) and associated insurance documents for the subcontractor must be reviewed and preapproved by City Risk Manager or designee. If no side agreement is required, the Consultant shall require and verify that subcontractors maintain insurance meeting all the requirements stated herein and the Consultant shall ensure that City, its officers, officials, employees, agents, and volunteers are additional insureds. The subcontractors' certificates and endorsements shall be on file with the Consultant, and City, prior to commencement of any work by the subcontractor.

Explanation: NA

NA

☐ Additional page(s) attached.

EXHIBIT D

Service Agreement between City of Fresno and CSG Consultants, Inc. ON-CALL CEQA SERVICES - STANDARDS OF PERFORMANCE

This exhibit outlines the general expectations for participation in the On-Call CEQA list for the Planning and Development Department.

City Direction and Consultation

All work performed will be done under the general direction of the City's Planning and Development Department, including Assistant Directors, Planning Managers, and other assigned staff. The Consultant shall not alter any project documents, including reports and environmental studies, without written approval from the City. Any necessary changes will be communicated through official channels (e.g., email).

Subcontractor Management

If subcontractors are required, City staff must be notified and approve in writing. The Developer is not authorized to contract directly with any subcontractors under this agreement. Furthermore, any subcontractors engaged by your firm must adhere to the confidentiality and ownership requirements outlined within this agreement.

Communication Protocol

The City retains final authority over the scope of work and environmental documentation, as advised by the City Attorney's Office. Consultants may communicate directly with the project sponsor as necessary strictly for the purpose of contract negotiation and management. Through the Department's CEQA coordinator, consultants may communicate with the project sponsor for the purpose of preparing the project description/draft Scope of Work and formulating mitigation measures and alternatives. Communication regarding project details or public presentations will include the CEQA coordinator.

Confidential Information and Ownership

All materials, documents, and data generated under this agreement are considered confidential and remain the property of the City. Consultants may not share these materials with third parties without prior written consent from the City. This includes all proprietary information, including materials and communications disclosed or submitted during the course of work. Consultants must provide all deliverables to the Department only, and only the Department can distribute copies of the work product to a project sponsor.

Standards of Performance

The City reserves the right to take appropriate action in cases of non-performance. Failure to meet the standards of performance may warrant your firm's removal from the On-Call list. Examples of non-performance include, but are not limited to:

1. Consistency and Accuracy of Project Descriptions- Documents must have a consistent project description across all sections, technical reports, and/or studies.
2. Determination of Appropriate Level of CEQA Documentation- City of Fresno planning staff shall determine the appropriate CEQA clearance document for all projects. This includes a determination of whether an action is discretionary/subject to CEQA, review of project's applicability for exemption, and/or preparation of an Initial Study or EIR.
3. Substantive Errors and Incomplete Analysis- Documents containing substantive errors, incomprehensible, or conclusory analyses, or those below City standards are unacceptable.
4. Missing Technical Reports or Studies- Sections submitted without the required technical reports/studies will not be accepted.
5. Report Organization- The information within the environmental documents, including Environmental Impact Reports, shall be submitted in a logical and orderly manner. The information must be presented in a commonly accepted format that is readily understood by both the public and public agencies.
6. Failure to Address Staff Comments in Resubmissions- When resubmitting documents, consultants must respond fully to all staff and City Attorney Office comments.
7. Failure to Meet Agreed Timelines, Activities, or Deliverables- Exceeding or deviating from the agreed-upon activities, timelines, or deliverables outlined in the project's scope of work without prior approval is unacceptable.
8. Legal Defensibility of Environmental Documents- Environmental documents must be legally defensible, as determined by the City Attorney's Office. Failure to produce legally sound documents may result in removal from the on-call list.
9. Inadequate Analysis- Reports should not simply cut and paste content from technical reports without providing meaningful analysis, interpretation, and logical flow.
10. Failure to Coordinate with Relevant Agencies- Consultants must follow up with and coordinate with City staff and relevant public agencies when clarification is needed for environmental reviews.
11. Inadequate Consistency Analysis- A response to a consistency analysis must include comprehensive discussions, providing a clear rationale for why a project would or would not conflict with policies. Simply restating the project description is insufficient.

12. Insufficient Detail on Regulatory Compliance- Documents should not merely restate regulatory measures without adding meaningful clarification or details regarding regulatory compliance.
13. Objectivity in Consultant Prepared Materials- Consultants shall remain neutral and provide only objective, unbiased materials and services to the Department.
14. Failure to Follow State CEQA Guidelines- Failure to comply with State CEQA Guidelines and State CEQA clearinghouse requirements for the requested service will be considered a violation of performance standards.
15. Timely Communication- Consultants shall respond to requests from the City within ten (10) business days. Failure to respond within (10) business days may lead to removal from the On-Call list. Similarly, the City will respond to inquiries and provide reviews within ten (10) business days, unless otherwise communicated.



CITY OF FRESNO

Qualifications for On-Call Environmental Services
Pursuant to CEQA (No. 12501022)

NOVEMBER 29, 2024

www.csgengr.com

Qualifications Prepared By
CSG CONSULTANTS

3707 W. Garden Grove Blvd., Suite 100 | Orange, CA 92868
TEL : 714.568.1010 | FAX : 714.568.1028

COVER LETTER



Employee-Owned

November 29, 2024

Nadia Salinas
Project Manager
City of Fresno
2600 Fresno Street, 3rd Floor
Fresno, CA 93721

Subject: RFQ for On-Call Environmental Services Pursuant to CEQA (No. 12501022)

Dear Ms. Salinas,

CSG Consultants (CSG) appreciates the opportunity to submit our qualifications for On-Call Environmental Services, pursuant to CEQA, to the City of Fresno (City). To meet the City's needs, CSG brings specialized environmental expertise, the depth and breadth of highly experienced staff, and the ability to adapt to the City's changing needs.

CSG is an employee-owned company and works solely for public agencies, serving as a seamless extension of municipal staff. We currently furnish planning, environmental, sustainability, building and safety, fire prevention, code enforcement, public works, and a host of additional services to over 250 municipal clients throughout California. From our broad bench of licensed and certified professionals, we can select and readily commit team members ideally suited to deliver the exact services required and customize support to meet our clients' unique and challenging needs.

Based on the scope of services, we understand the City is seeking consultants to assist with preparing environmental assessments on an as-needed, project-by-project basis. CSG's staff is well versed in all relevant regulations pursuant to CEQA. Additionally, CSG staff are familiar with the City of Fresno General Plan, Municipal Code, and other relevant local planning documents. Considering our extensive and wide-ranging experience related to the preparation of CEQA documents for public and/or private development projects and City planning projects/initiatives, CSG is well positioned to serve the City in this capacity.

Through our many years of service to our public agency clients, we have learned that key attributes a consultant can offer a client are expertise, experience, responsiveness, flexibility, and a solid understanding of community concerns. In addition to acting on these service principles, CSG has as a main objective – to focus on ensuring integrity and excellence in our analyses and processes, culminating in mutually beneficial solutions and the successful review of projects.

Mr. Glenn Lajoie, AICP, CSG's Principal and Director of Environmental Planning, will serve as the Project Manager and primary contact for the City. Contact information for Mr. Lajoie is provided below:

Glenn Lajoie, AICP | *Principal & Director of Environmental Planning*
3707 W. Garden Grove Boulevard, STE #100, Orange, CA 92868
714.815.8124 *cell* | 714.568.1028 *fax* | glennl@csgengr.com *email*

We look forward to partnering with the City to serve the community of Fresno together. As President, I am authorized to legally bind the firm and negotiate a contract with the City upon award. Mr. Lajoie is available to answer any questions regarding our qualifications and/or services.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Cyrus Kianpour', is written over a horizontal line.

Cyrus Kianpour, PE, PLS
President, CSG Consultants, Inc.

TABLE OF CONTENTS

SECTIONS

1. Cover Letter1

2. Firm/Team Overview3

3. References7

4. Work Samples.....13

5. Resumes.....13

6. Summary of Qualifications14

7. Rate Sheet.....16

8. Other Information18

9. Legal Documents19

APPENDIX

A

Resumes20

2. FIRM/TEAM OVERVIEW

FIRM OVERVIEW - CSG CONSULTANTS

CSG Consultants, Inc. (CSG) is an employee-owned California company with its headquarters in Foster City, California. Additional support is available from our other offices in Newman, Orange, Paso Robles, Pleasanton, Sacramento, and San Jose. Founded in 1991, CSG works solely for public agencies, eliminating the potential for conflicts of interest between developers and agencies. In this way, we can focus exclusively on the specific needs of our municipal clients. CSG has grown steadily in both revenue and staff size and now has over 350 employees serving customers throughout California.

NAME OF FIRM: CSG Consultants, Inc.

YEARS IN BUSINESS: 33 (Established in 1991)

PRIMARY CONTACT: Glenn Lajoie, AICP | Principal, *Director of Environmental Planning*
714.815.8124 *cell* | glennl@csgengr.com *email*

HEADQUARTERS: 550 Pilgrim Drive, **Foster City**, CA 94404

REGIONAL OFFICES: 930 Fresno Street, **Newman**, CA 95360
3875 Hopyard Road, Suite 141, **Pleasanton**, CA 94588
3150 Almaden Expressway #255, **San Jose**, CA 95118
1303 J Street, Suite 270, **Sacramento**, CA 95814
806 9th Street, Suite 2A, **Paso Robles**, CA 93446
3707 W. Garden Grove Boulevard, STE #100, **Orange**, CA 92868

EMPLOYEES: 350+

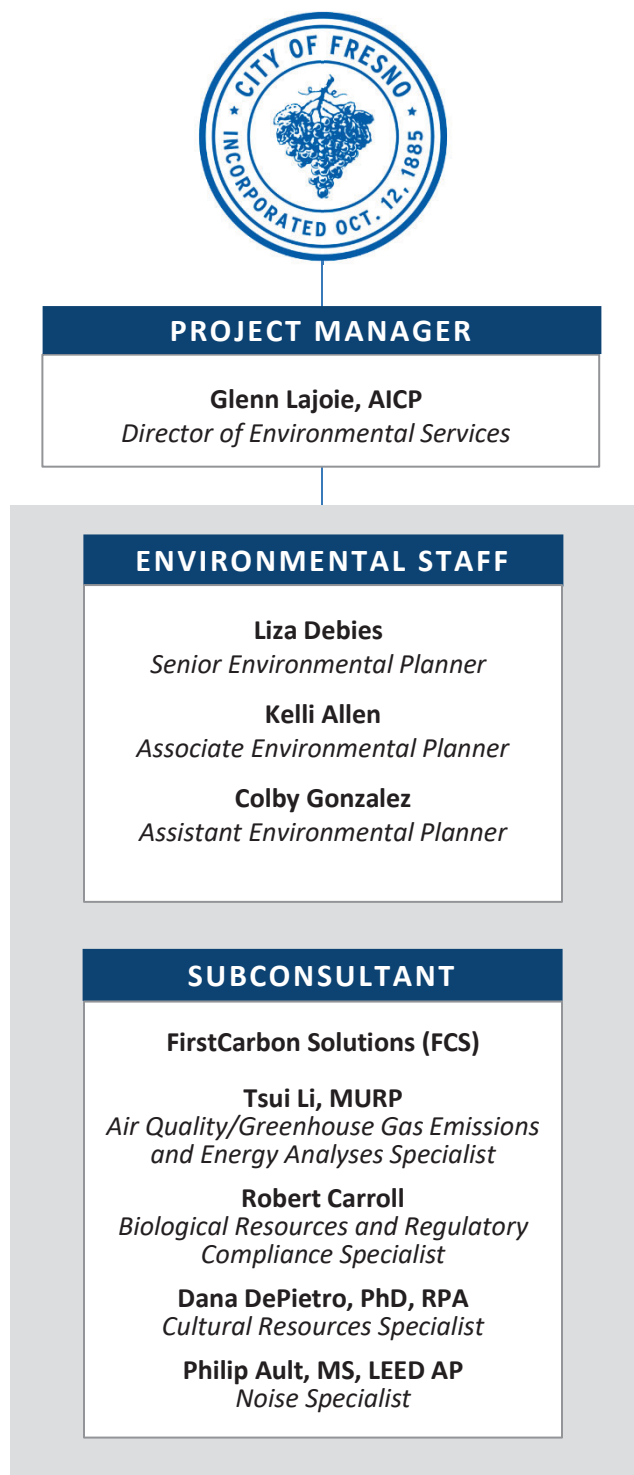
TYPE OF BUSINESS: California Corporation • Incorporated June 15, 2000 • Federal ID: 91-2053749

CSG has the environmental staff resources to manage and prepare clear, concise, and legally defensible environmental documents under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) for projects of all types, including development, infrastructure improvements, ecological enhancements, and policy adoption documents, such as General Plans and Specific Plans. CSG will serve as an extension of City staff to ensure that the entire environmental review process is conducted in a comprehensive manner. Our objective is to provide premium services to our clients, along with highly accurate technical documentation and impact determination.

FIRM OVERVIEW – FIRSTCARBON SOLUTIONS (SUBCONSULTANT)

Founded and incorporated in the State of California in 1982, FCS is a California Corporation that has provided hundreds of local government, State, and federal agencies, as well as private development clients with on-call environmental services, including, but not limited to, the preparation of Environmental Impact Reports (EIRs), Initial Studies, Mitigated Negative Declarations (MNDs) or Negative Declarations (NDs), technical studies, Mitigation Monitoring and Reporting Programs (MMRPs), and associated notices. In addition to CEQA consulting and documentation services, we also provide air quality and greenhouse gas (GHG) emissions analysis, energy analysis, noise analysis, biological, cultural and archaeological, historic, visualization/Geographic Information System (GIS), and sustainability planning services. FCS serves clients in the Western United States with more than 120 staff members located in Fresno, Sacramento, Walnut Creek, San Bernardino, and Irvine (HQ).

ORGANIZATIONAL CHART: Below is an organizational chart of CSG’s proposed personnel. Brief descriptions of experience for the proposed project team have been included on the following pages. In respect of page limits, *resumes that include additional experience relating to the scope of services, professional registrations, and educational background have been included in the appendix.*



TEAM OVERVIEW | CSG CONSULTANTS - PROPOSED STAFF

Glenn Lajoie, AICP | Principal, Director of Environmental Planning

Mr. Lajoie has over 35 years of experience in the environmental planning profession. Mr. Lajoie's diverse background includes a wide range of CEQA/ NEPA compliance studies, including policy, development, and infrastructure projects. He has served in various roles on projects, including Project Director, Project Manager, Quality Control, and lead for navigating complex regulatory processes. The geographic context is wide ranging including: resort and destination projects in the Town of Mammoth Lakes; numerous infrastructure and desalination project reviews in the Community of Cambria; the Fresno Southeast Development Area Specific Plan EIR (when the CEQA process was initiated, serving as Project Director while at FCS), downtown high rise and mixed-use proposals in Long Beach; city center and neighborhood revitalization opportunities in Lancaster; buildout of the City's Business Park Master Plan in Cypress; over 2 million square feet of expansion for the Raytheon Corporate facility in El Segundo; campus modernization and enhancement projects in the University of California, Riverside; the master plan update for the Hotel del Coronado; and the 2035 General Plan Update for Buena Park.

Liza Debies | Senior Environmental Planner

Ms. Debies has more than 12 years of professional experience and more than 8 years of experience in managing the preparation of CEQA and NEPA documents, including EIRs, IS/MNDs, Addenda, Environmental Assessments (EAs), and Categorical Exemptions and Categorical Exclusions. She has completed CEQA and/or NEPA documentation for public infrastructure, materials recovery facilities (MRFs), mixed-use developments, residential (including the City of Pleasanton 2023–2031 (6th Cycle) Housing Element Update Program EIR, serving as Project Manager while at FCS), commercial, retail, transportation, industrial, recreational, and institutional projects. She has expertise in aesthetics, land use and planning and land use compatibility, transportation and circulation, utilities and services systems, and alternatives analysis, as well as in evaluating large public infrastructure projects.

Kelli Allen | Associate Environmental Planner

Ms. Allen serves as an Associate Environmental Planner for CSG Consultants with 2 years' experience in the environmental planning field. Ms. Allen has experience preparing environmental impact reports, initial studies/mitigated negative declarations, and safety elements. Ms. Allen has experience drafting presentations and communicating with public agencies and clients, and writing administrative CEQA documents, including Project Descriptions, Notices of Availability, Preparation, and Determination, and OPR summary documents.

Colby Gonzalez | Assistant Environmental Planner

Mr. Gonzalez has 2 years of professional experience in preparing and reviewing environmental documents, including EIRs, IS/MNDs, Addenda, and Categorical Exemptions. He has worked as a paralegal on CEQA and NEPA lawsuits for mixed-use projects, housing projects, industrial manufacturing projects, and warehouse projects. He also has experience with Clean Water Act.

TEAM OVERVIEW | FIRSTCARBON SOLUTIONS - PROPOSED STAFF

Tsui Li, MURP | Air Quality/GHG Emissions and Energy Specialist

Ms. Li has more than 9 years of experience in environmental review and air quality modeling that comply with CEQA and NEPA regulations. She is proficient in the provisions of CEQA and other State regulations and has actively overseen the compilation and completion of CEQA documents for residential, mixed-use, commercial, retail, transportation, and industrial projects. In addition, Ms. Li has performed air quality and GHG emissions analyses to support CEQA documents using a wide range of models and has extensive knowledge of various quantification methods. Ms. Li has a thorough understanding of the air quality and GHG emissions regulatory requirements of numerous air districts, including the Bay Area Air Quality Management District (BAAQMD), the South Coast Air Quality Management District (South Coast AQMD), and the San Joaquin Valley Air Pollution Control District (Valley Air District).

Robert Carroll | Biological Resources and Regulatory Compliance Specialist

Mr. Carroll has more than 15 years of experience in environmental analysis, biological resources, and regulatory permitting. As a Biologist and Regulatory Specialist, Mr. Carroll's expertise includes multi-agency regulatory permitting and compliance (NEPA, CEQA, and California and federal Endangered Species Act, natural resource assessments, special-status flora and fauna species surveys, construction compliance monitoring, and wildlife habitat assessments). Mr. Carroll has extensive experience managing wetland delineation projects and performing regulatory permitting pursuant to the jurisdiction of the California Department of Fish and Wildlife (CDFW), the Regional Water Quality Control Board (RWQCB), the US Army Corps of Engineers (USACE), and other local and regional agencies and organizations. He is well versed in the CWA Sections 404 and 401 permitting and the CDFW Code 1602 permitting.

Dana DePietro, PhD, RPA | Cultural Resources Specialist

Mr. DePietro is a Registered Professional Archaeologist (License No. 13517) who meets the Secretary of the Interior's Standards for historic preservation programs in archaeology. Dr. DePietro has more than 21 years of experience in all aspects of cultural resources management, including prehistoric and historic archaeology, paleontology, materials conservation, history of art and architecture, and community engagement. He has experience in compliance with NEPA, CEQA, the NHPA, and the Archaeological Resources Protection Act (ARPA). Dr. DePietro has completed cultural resource projects that have involved agency, client, Native American, and subcontractor coordination; treatment plans and research design development; archival research; field reconnaissance; site testing; data recovery excavation; construction monitoring; site recordation; site protection/preservation; mapping/cartography; spatial analysis/GIS; laboratory analysis; materials conservation; artifact curation and exhibition; and report production. He has completed projects in California within the jurisdiction of the Bureau of Land Management (BLM) and other federal agencies requiring compliance with Section 106 of the NHPA. He has also completed projects throughout California under CEQA for State and local governments and municipalities and has worked with clients to ensure deliverables meet and exceed the standards set by the California Office of Historic Preservation (OHP).

Philip Ault, MS, LEED AP | Noise Specialist

Mr. Ault has more than 18 years of experience in noise environmental impact analysis. As the Director of Noise Services, Mr. Ault is responsible for overseeing noise studies and environmental management systems and regulatory compliance with CEQA and NEPA requirements. He has prepared project-level technical noise analyses and programmatic noise and vibration impact analyses for programmatic-level CEQA analyses, including general plans, general plan updates, and specific plans. Mr. Ault has managed more than 900 projects that included the coordination of technical teams across multiple disciplines, firms, and municipal staff. In the past five years, Mr. Ault has also taken on the management of multiple CEQA and NEPA projects that involved the preparation of Addenda, Exemptions, Initial Studies, EIRs, and Environmental Assessments (EAs). In his role as Manager of the Noise Team, he trains staff on conducting field noise measurements in compliance with the Federal Highway Administration (FHWA), California Department of Transportation (Caltrans), Federal Transit Administration (FTA), and Housing and Urban Development (HUD) standards, as well as providing director-level review of all noise analyses. Mr. Ault also provides senior oversight, peer review, and expert testimony for FCS's noise services.

3. REFERENCES

CSG CONSULTANTS

CSG staff has an extensive track record of providing planning and environmental services similar in nature to those requested by the City. Our track record of success with our clients is outstanding, and we encourage you to contact our references. Technical appendices for the work samples are available upon request.

City of Thousand Oaks, CA

Client	City of Thousand Oaks
Contact	Scott Kolwitz , Interim Planning Manager; 805.449.2319; SKolwitz@toaks.org
Key Personnel	Glenn Lajoie (Project Director), Liza Debies (Senior Reviewer), Kelli Allen (Lead Analyst), Colby Gonzalez (Analyst & Lead Researcher)
Relevant Services	Planning Staff Augmentation and Environmental Review Services (2011-Ongoing), Janss Marketplace Specific Plan Environmental Documentation (2024-Ongoing), Janss Marketplace Hotel EIR (2022-2023), EV Charger Infrastructure (2022)
Work Sample	Janss Marketplace Hotel EIR: https://csgengr.sharepoint.com/:f:/s/CSGEnvironmentalPlanningDocuments/En25G6PbB-ILq6pAa6SY2aYBUYsIGbiHelwrN8QQTCDKCw?email=nadia.salinas%40fresno.gov&e=olQ0RZ

Planning Staff Augmentation and Environmental Review Services | City of Thousand Oaks, CA

2021 - Ongoing

CSG staff currently work with the City of Thousand Oaks to provide staff augmentation planning services by reviewing plans for compliance with zoning, design standards, and procedural requirements. Additionally, our staff help research land use issues, trends, and best practices, and assist with the preparation of new land use regulations and environmental impact reports.

Janss Marketplace Specific Plan Environmental Documentation | City of Thousand Oaks, CA

2024 - Ongoing

CSG is preparing the Janss Marketplace Specific Plan environmental documentation for the City of Thousand Oaks, to assist the City in determining further environmental and technical analysis necessary pursuant to CEQA. The Specific Plan describes allowable future land uses, infrastructure, and implementation requirements for projects within the bounds of the Specific Plan area.

Janss Marketplace Hotel EIR | City of Thousand Oaks, CA

2022-2023

CSG prepared an EIR to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a five-story dual hotel and retail pad; the creation of a map to designate airspace rights; and a zoning change to the footprint of the hotel to increase the building's height limitation.

EV Charger Infrastructure | City of Thousand Oaks, CA

2022

The City of Thousand Oaks proposed to implement an electric vehicle charging facility at the City's Municipal Service Center, located at 1993 Rancho Conejo Boulevard. This project installed the electric vehicle charging infrastructure necessary for Thousand Oaks Transit's (TOT) transition to a battery electric fleet. CSG determined the project qualified for a Categorical Exclusion pursuant to the National Environmental Policy Act (NEPA), and this project has been constructed.

City of Bell, CA

Client	City of Bell
Contact	Manuel Acosta , Community Development Director; 323.588.6211 x 2623; macosta@cityofbell.org
Key Personnel	Glenn Lajoie (Project Director), Liza Debies (Senior Reviewer), Kelli Allen (Lead Analyst), Colby Gonzalez (Analyst & Lead Researcher)
Relevant Services	Planning and Environmental Services (2024-Ongoing), Pritchard Park Field Improvement Project Environmental Assessment (2024-Ongoing), In-N-Out Burger Project Environmental Documentation (2024)
Work Sample	In-N-Out Burger Project Environmental Documentation: https://csgengr.sharepoint.com/:f:/s/CSGEnvironmentalPlanningDocuments/En25G6PbB-ILq6pAa6SY2aYBUYslGbiHelwrN8QQTCDKCw?email=nadia.salinas%40fresno.gov&e=olQ0RZ

Planning and Environmental Services | City of Bell, CA

2024-Ongoing

CSG staff provides project management and entitlement processing services for the City of Bell. Staff recently managed entitlements for a new In-N-Out project and is currently performing NEPA compliance services for a new City-owned park. Staff is currently managing the entitlement processing for several high-priority projects for City-owned properties.

Pritchard Park Field Improvement Project Environmental Assessment | City of Bell, CA

2024 – Ongoing

The City is developing a community park federally funded by the Department of Housing and Urban Development (HUD), which requires preparation of an Environmental Assessment pursuant to NEPA and HUD environmental review requirements. The proposed project would include two new playgrounds, a splash pad, a dog park, three picnic areas with gazebos, five fitness/exercise stations, walking trails, a parking lot, a combined restroom and office building, a native plants garden, park signage, a high screen wall for public art, landscaping, irrigation, and lighting on a 1.88 acre site. CSG is preparing the EA and is managing the technical consultants.

In-N-Out Burger Project Environmental Documentation | City of Bell, CA

2024

CSG prepared a 15183 general plan consistency checklist for the development of an In-N-Out Burger fast food restaurant in the City of Bell in conjunction with applications for a Site Plan Review, Conditional Use Permit, and Variance. Initially, the project was to be processed via a Class 32 Categorical Exemption. Through initial project review, the CSG team determined that the site was on the Cortese list and would not qualify for such an exemption and prepared a justification memorandum within an expedited timeframe. The project was approved in June 2024.

City of Laguna Beach, CA

Client	City of Laguna Beach
Contact	Anthony Viera , Principal Planner; 949.497.0398; aviera@lagunabeachcity.net
Key Personnel	Glenn Lajoie (Project Director), Liza Debies (Senior Reviewer), Kelli Allen (Lead Analyst), Colby Gonzalez (Analyst & Lead Researcher)
Relevant Services	1890 South Coast Highway, Mixed-Use Redevelopment Project IS/MND (2023-Ongoing)
Work Sample	The environmental document has not been released for public review.

1890 South Coast Highway, Mixed-Use Redevelopment Project IS/MND | City of Laguna Beach, CA

2023-Ongoing

CSG is preparing an IS/MND for a proposed mixed-use, two-story retail and residential structure and subterranean garage adjacent to South Coast Highway in the City of Laguna Beach. The proposed project includes the demolition of an existing car wash facility and the construction of a new 8, 204 square-foot mixed-use retail and residential structure with 5,221 square-feet of deck area, over a subterranean garage.

County of San Bernardino CA

Client	County of San Bernardino
Contact	Azhar Kahn , Senior Planner; 909.387.0235; azhar.kahn@lus.sbcounty.gov
Key Personnel	Glenn Lajoie (Project Director), Kelli Allen (Lead Analyst)
Relevant Services	M&J Pallet Warehouse Storage IS/MND (2023)
Work Sample	M&J Pallet Warehouse Storage IS/MND: https://csgengr.sharepoint.com/:f/s/CSGEnvironmentalPlanningDocuments/En25G6PbB-ILq6pAa6SY2aYBUYsIGbiHelwrN8QQTCDKCw?email=nadia.salinas%40fresno.gov&e=olQ0RZ

M&J Pallet Warehouse Storage IS/MND | County of San Bernardino, CA

2023

CSG prepared an IS/MND for a proposed 26,000 square foot commercial/manufacturing project near the City of Chino, in San Bernardino County. The proposed project included the demolition of the existing commercial structure, to be replaced by a pallet building warehouse and associated site improvements.

FIRST CARBON SOLUTIONS (FCS)

Fresno Southeast Development Area Specific Plan Environmental Analysis and Specific Plan EIR Recirculation, City of Fresno, CA

Client	City of Fresno
Contact	Sophia Pagoulatos, AICP , Planning Manager; 559.621.8062; sophia.pagoulatos@fresno.gov
Key Personnel	P. Ault (Project Manager/Noise Specialist); T. Li (Senior Air Quality Scientist); R. Carroll (Biological Resources and Regulatory Compliance Specialist); D. DePietro (Cultural Resources Specialist)
Relevant Services	Program EIR; Technical Studies (Air Quality/GHG Emissions and Energy Analysis; Biological Resources Assessment [BRA]; Cultural, Tribal Cultural, and Paleontological Resources Analyses; Noise Analysis; Traffic Impact Analysis [TIA]; and Utilities/Service Systems and Hydrology/Water Quality); Notice of Preparation (NOP); Response to Comments; Findings of Fact/Statement of Overriding Considerations; Revised Program EIR; Revised Technical Studies (Air Quality/GHG Emissions and Energy Analysis, Hydrology and Water Utilities Analysis, and Transportation Analysis); MMRP; Project Management
Subconsultants	Economic & Planning Systems, Inc. (Fiscal Nexus Study); Blair, Church & Flynn Consulting Engineers (Infrastructure Assessment); TJKM Transportation Consultants (Traffic/Vehicle Miles Traveled [VMT] Specialist); Raimi + Associates (R+A) (Public Outreach Specialist); Rose Strategic Communications (Public Outreach Specialist)
Work Sample	https://ceqanet.opr.ca.gov/2022020486/2

FCS prepared the Program EIR and subsequent Recirculated Program EIR for the Fresno Southeast Development Area (SEDA) Specific Plan Project for the City of Fresno, California. The proposed project is a Specific Plan for SEDA that would provide for increased density and accelerate housing production throughout the Plan Area. The proposed project would offer flexibility in meeting the evolving needs of households in the region through a multimodal transportation network and diverse housing types and affordability levels. It has the potential to accommodate approximately 45,000 homes and 37,000 jobs within the nearly 9,000-acre planning area by the year 2050. The proposed project would link a series of complete communities and mixed-use centers with a multimodal transportation network. Additionally, the proposed project would include major transit lines, mixed-use centers, diverse residential districts, employment districts, open space, agriculture, and green infrastructure. In addition, the Plan proposes to reduce VMT by 57 percent, reduce GHG emissions from cars and buildings by 60 percent, reduce air pollution from cars and trucks by 83 percent, and reduce water use by 59 percent compared to buildout under the approved land use plans. The **Program EIR** included a detailed programmatic evaluation of activities to be carried out through the Specific Plan and will allow the City to incorporate feasible mitigation measures. This use of streamlining will fast-track the production of much-needed housing for the City and the region.

Comments on the Draft Program EIR were received from July 14, 2023, to August 28, 2023. A Partial Recirculation Draft Program EIR was then prepared and published, which was limited to Geology and Soils and Transportation sections. Comments on the Partial Recirculated Draft Program EIR were received via written comment letters from October 3, 2023, to November 17, 2023. FCS and the City were in process of finalizing the Final Program EIR for the proposed project in August 2024. However, on August 6, 2024, the Court of Appeal, Fifth Appellate District Court entered an order setting aside City resolutions, decertifying the City's General Plan Program EIR (General Plan Program EIR) and rescinding the adoption of the General Plan Amendment (GPA), which meant the City could no longer tier from the General Plan Program or incorporate the General Plan Program EIR or the GPA by reference.

As such, FCS prepared a revised Draft Program EIR that removes applicable references to the General Plan EIR and GPA, developed mitigation measures independent of the General Plan Program EIR without reference to the GPA, incorporates errata and information from the previous preparation of response to comments on the previously prepared Program EIR, and addresses the deficiencies identified by the court in the General Plan Program EIR.

Central Southeast Planning Area Specific Plan and Program EIR, City of Fresno, CA

Client	City of Fresno
Contact	Sophia Pagoulatos, AICP , Planning Manager; 559.621.8062; sophia.pagoulatos@fresno.gov
Key Personnel	P. Ault, MS, LEED AP (Project Manager/ Noise Specialist); R. Carroll (Biological Resources and Regulatory Compliance Specialist); D. DePietro, PhD, RPA (Cultural Resources Specialist)
Relevant Services	Program EIR; Subsequent MND; Technical Studies (Air Quality, GHG Emissions, and Climate Change Impact Assessment; Hazards and Hazardous Materials Analysis; Noise Analysis; Transportation and TIA; and Utilities and Service Systems); MMRP; Addendum; and Project Management
Work Sample	https://ceqanet.opr.ca.gov/2023020138

FCS prepared the Subsequent MND, and supporting technical studies for the Central Southeast Planning Area Specific Plan. The City of Fresno adopted a new General Plan that identified priority infill areas for new investment and redevelopment. Over the next four years, the City completed seven Specific Plans, including the Central Southeast Area Specific Plan (CSASP). The CSASP Area is within the Roosevelt Community Plan Area, which encompasses nearly 30 square miles of land located generally east and southeast of downtown. The area is primarily developed with industrial and suburban land uses along several high-capacity transportation corridors, including Highway 180 East and Highway 41 South.

The City of Fresno Development and Resource Management Department selected Raimi + Associates (R+A) to prepare a Specific Plan and FCS to provide environmental technical services for the Central Southeast Planning Area. The R+A and FCS team holds expertise in community-based urban design, land use, real-estate economics and economic development, neighborhoods, growth modeling, urban/suburban/county island interface, infrastructure, and environmental compliance.

The final Subsequent MND was prepared and was scheduled to go to City Council in fall of 2024. However, on August 6, 2024, the Court of Appeal, Fifth Appellate District Court entered an order setting aside City resolutions, decertifying the City's General Plan Program EIR (General Plan Program EIR) and rescinding the adoption of the General Plan Amendment (GPA), which means the City could no longer tier from the General Plan Program or incorporate the General Plan Program EIR or the GPA by reference.

As such, FCS is preparing a revised Subsequent MND that removes applicable references to the General Plan EIR and GPA, developed mitigation measures independent of the General Plan Program EIR without reference to the GPA, incorporates errata and information from the previous preparation of response to comments on the previously prepared Subsequent MND, and addresses the deficiencies identified by the court in the General Plan Program EIR.

Tracy Alliance Project EIR, City of Tracy, CA

Client	City of Tracy
Contact	Victoria Lombardo , Senior Planner; 209.831.6428; victoria.lombardo@cityoftracy.org
Key Personnel	T. Li, MURP (Project Manager/ Senior Air Quality Scientist); R. Carroll (Biological Resources and Regulatory Compliance Specialist); D. DePietro, PhD, RPA (Cultural Resources Specialist); P. Ault, MS, LEED AP (Noise Specialist)
Relevant Services	EIR; Technical Studies (Air Quality/GHG Emissions and Energy Analysis, BRA, CRA/Tribal Cultural Resources [TCRs], Paleontological Records Search, Noise Impact Analysis, Transportation Impact Assessment, and Phase I Environmental Site Assessment [ESA]); Flood Protection Technical Memorandum and Water Supply Assessment Peer Review; Findings of Fact/Statement of Overriding Considerations; Responses to Comments; and Project Management

Subconsultants	Sharla Yang Consulting (CalEEMod Emissions Analyses); Kenneth Finger (Paleontological Resources Specialist); Environmental Assessment Specialists, Inc. (Phase I ESA Specialist); Kimley-Horn and Associates, Inc. (Traffic Specialist); and Vincent A. Mirabella (Air Quality)
Work Sample	https://ceqanet.opr.ca.gov/2020080524/3

FCS prepared a Draft and Final EIR for the Tracy Alliance Project in City of Tracy, California. The project proposes up to 3.4 million square feet of warehouse and distribution and related uses on nearly 192 acres. The site consists of six parcels under ownership by three separate parties: Tracy Alliance Group, Suvik Farms, LLC, and Zuriakat. The site is within unincorporated San Joaquin County land, adjacent to the northeastern city limits and within the City of Tracy's Sphere of Influence. Development on the Tracy Alliance parcels would consist of 1,849,500 square feet of warehouse and office space located in three buildings and a stormwater detention basin with a pump station (that would be City-owned and managed). Approximately 12.51 acres of the Tracy Alliance parcels would be reserved to accommodate a portion of a planned interchange at Paradise Road and Interstate 205. The Final EIR was initially published in March 2023 and was updated in July 2023. Following a City Council hearing at which the project was not approved, the applicant revised the project and submitted a new application to the City.

City of Pleasanton 2023–2031 (6th Cycle) Housing Element Update Program EIR, City of Pleasanton, CA

Client	City of Pleasanton
Contact	Ellen Clark , Community Development Director; 925.931.5606; eclark@cityofpleasantonca.gov
Key Personnel	R. Carroll (Biological Resources and Regulatory Compliance Specialist); D. DePietro, PhD, RPA (Cultural Resources Specialist); and P. Ault, MS, LEED AP (Noise Specialist)
Relevant Services	Program EIR; Technical Studies (Air Quality/GHG Emissions and Energy Analysis, CRA and TCR, Noise Analysis, Transportation Assessment, and Water Supply Assessment); MMRP; NOP; Findings of Fact/Statement of Overriding Considerations; and Project Management
Work Sample	https://ceqanet.opr.ca.gov/2022040091/3

FCS provided technical services for the City of Pleasanton's 2023–2031 (6th Cycle) Housing Element Update. The Housing Element is required to identify and analyze existing and projected housing needs and include statements of the City's goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing. The City of Pleasanton identified a total of 25 sites for potential rezoning to fulfill its housing shortfall between its Regional Housing Needs Allocation and the existing housing capacity of 3,173 units. The Program EIR focused on the sites identified in the Housing Element Update that could potentially be zoned for residential use. The final list of approved sites to be adopted by the City Council was accompanied by the GPAs and Specific Plan Amendments and rezoning actions to accommodate residential housing development. The Program EIR was certified, and the Housing Element was approved by the City Council in January 2023.

Following certification of the Housing Element EIR in January 2023, **FCS prepared a streamlining template document** for use by the City, applicants, and other third-party consultants to evaluate specific Housing Element implementing projects as they are submitted. The template document reflects streamlining guidance contained in CEQA section 15183, which provides an exemption for consistent projects, and streamlines additional review by limiting it to project-specific significant impacts that are peculiar to the project or the site. The purpose of the template is to determine whether a proposed action falls within the buildout parameters previously evaluated within the Housing Element Update EIR and determine whether there would be any new or substantially greater impacts than what was previously disclosed.

The streamlining template summarizes the conclusions of each environmental topic studied in the EIR and incorporates specific mitigation measures that could be applicable to a subsequent project. The templates ensure that future projects being considered for streamlining can be evaluated efficiently, and in a consistent and accurate manner. **FCS is currently processing four housing element sites utilizing this template.**

4. WORK SAMPLES

In respect of page limits, links to work samples are provided in Section 3.

5. RESUMES

Resumes have been provided in the appendix for all key staff.

6. SUMMARY OF QUALIFICATIONS

CSG CONSULTANTS

CSG planners are environmental stewards for our natural and built environments. CSG's approach to environmental documentation is to understand and analyze each project based on pertinent environmental issues. CSG's methods emphasize technically solid, impartial analysis, and active management to keep projects on schedule and within budget. Our approach entails an efficient process to ensure that studies are comprehensive, objective, technically accurate, and complete, while maintaining a focus on the schedule established for review. Our management style includes consistent and regular interaction and communication between staff, the CSG team, and other interested/responsible governmental agencies and parties, as appropriate, allowing for frequent exchange of information without loss of time or resources. We pride ourselves on our ability to turn products around quickly and effectively without sacrificing quality and accuracy.

A small sampling of client agencies in similar communities that we provide on-call planning and/or environmental services to include:

- ▶ *Calaveras County*
- ▶ *City of Escalon*
- ▶ *City of Gustine*
- ▶ *City of Mountain House*
- ▶ *City of Riverbank*
- ▶ *City of Sanger*
- ▶ *City of Carson*
- ▶ *City of El Segundo*
- ▶ *City of Fullerton*
- ▶ *City of Garden Grove*
- ▶ *City of Scotts Valley*
- ▶ *City of Thousand Oaks*
- ▶ *Town of Los Altos Hills*
- ▶ *Town of Corte Madera*
- ▶ *Town of Colma*
- ▶ *City of Mill Valley*
- ▶ *City of Pinole*
- ▶ *City of Pleasanton*

We can assist the City with recommendations and scoping for the appropriate CEQA and NEPA documentation and, should an EIR be the determined clearance, CSG can lead the preparation of response to comments and any required findings of facts/statement of overriding considerations. We are also ready to assist the City with project stakeholder coordination, filing of public notices (including electronic filing with the State Clearinghouse), participation in public hearings, peer review of technical studies, and complete project management services throughout the environmental review process.

Our range of types of CEQA studies includes (but is not limited to):

- ▶ *Categorical Exemptions,*
- ▶ *Initial Studies (with all applicable technical reports to support an adequate determination),*
- ▶ *Environmental Assessment (with all applicable technical reports to support an adequate determination),*
- ▶ *Consistency checklists,*
- ▶ *Negative Declarations,*
- ▶ *Mitigated Negative Declarations,*
- ▶ *Environmental Impact Reports (EIRs)*
- ▶ *Project/Program/Focused/Supplemental/Subsequent EIRs,*
- ▶ *Addendum to previously approved and certified environmental analyses*
- ▶ *Responses to Comments,*
- ▶ *Mitigation monitoring programs,*
- ▶ *All notices required per CEQA such as Notices of Exemption, Completion, Intent, Availability, Preparation, Determination,*
- ▶ *Submittal of environmental documents to CEQAnet on behalf of the City, and*
- ▶ *Providing peer review of CEQA documents prepared by project applicants.*

FIRSTCARBON SOLUTIONS

FCS's ability to execute multiple projects of various sizes simultaneously without compromising our quality standards makes us uniquely qualified to provide on-call services to the City. FCS currently holds 132 on-call environmental services contracts with clients throughout California, including the cities of Clovis, Tracy, Lincoln, Woodland, and Williams, and the Fresno Metropolitan Flood Control District. FCS's consistent project performance is exemplified by the long-term relationships we enjoy with these on-call clients, as many of our on-call contracts are in their fourth or fifth renewal period. All of our current on-call contracts involve environmental analysis and documentation services that are similar in scope and complexity as those requested by the City.

As detailed in this SOQ, we provide a full range of CEQA expertise. Below are FCS's broad-based environmental services that are relevant to the needs of the City:

- *CEQA/NEPA Documentation*
- *Air Quality and GHG Emissions Analyses*
- *Archaeological Surveys, Testing, and Salvage*
- *Biological Surveys and Assessments*
- *Climate Action Plans (CAPs)*
- *Cultural Resources Evaluations (Section 106)*
- *Development Applications and Entitlements Processing/Review*
- *Due Diligence-level Site Assessments*
- *Energy Analyses*
- *Expert Witness Testimony, Peer Review, and Consensus Building*
- *Fugitive Dust Control and Construction Mitigation Plans*
- *GIS Mapping and Analyses*
- *Habitat Characterizations, Mapping, and Impact Analyses*
- *Hazardous Materials Risk Analyses*
- *HRAs*
- *Historic Property Survey Reports*
- *Historic Resources Compliance Reports*
- *Legislative and Policy Analyses*
- *MMRPs*
- *Municipal Ordinance Updates*
- *Native American Consultation*
- *Noise and Vibration Analyses*
- *Opportunities and Constraints Analyses*
- *Paleontological Surveys and Salvage*
- *Permit Processing (CWA 404, CWA 401, Fish and Game Code 1600, Endangered Species Act Section 7)*
- *Phase I ESAs*
- *Regulatory Compliance Assistance*
- *Public Outreach Programs (Websites, Microsites, Scoping Meetings, Public Noticing, Mailing Lists, Public Hearings)*
- *Renewable Energy Site Assessments*
- *Site-specific Community Planning*
- *Special-status Species Surveys*
- *Specific Plans*
- *Sustainable Community Analyses*
- *Visual Simulations/Visualization Services*
- *Wetlands Delineation and Permitting*
- *Zoning Compliance and Permits*

7. RATE SHEET

Table 1
Hourly Rate Schedule – CSG Consultants

PERSONNEL / ROLE	HOURLY RATE
Environmental Planning Director	\$250
Senior Environmental Planner	\$200
Associate Environmental Planner	\$160
Assistant Environmental Planner	\$130
Publications Specialist	\$95
GIS Manager	\$130
GIS Analyst	\$90
GIS Technician	\$70

TERMS

- All hourly rates include overhead costs including but not limited to salaries, benefits, workers' compensation insurance, local travel, and miscellaneous office expenses.
- Overtime services and services provided outside of normal business hours will be billed at 1.5x the applicable hourly rate.
- On July 1 of each year following the contract start year, CSG will initiate an hourly rate increase based on change in CPI for the applicable region.
- CSG will mail/email an invoice every month for services rendered during the previous month. Unless otherwise agreed, payment terms are 30 days from receipt of invoice.
- This fee proposal is valid for a period of 90 days from date of submittal.

Table 2
Hourly Rate Schedule – FirstCarbon Solutions

PERSONNEL / ROLE	HOURLY RATE
President	\$320–\$340
Director/Vice President	\$270–\$320
Legal Counsel	\$220–\$260
Associate Director/Senior Team Leader	\$220–\$270
Senior Project Manager/Senior Scientist/Senior Regulatory Scientist	\$190–\$220
Project Manager/Scientist/Regulatory Scientist	\$140–\$190
Assistant Project Manager/Assistant Scientist/Assistant Regulatory Scientist	\$120–\$140
Environmental Analyst/Technical Analyst/Regulatory Analyst	\$90–\$120
Senior Graphic Designer/GIS Manager	\$150–\$210
Graphic Designer/GIS/Computer-aided Design and Drafting Specialist	\$110–\$150
Publications Coordinator/Technical Editor	\$110–\$150
Word Processor	\$95–\$130
Archaeological/Paleontological Monitor I/II	\$95–\$130
Archaeological/Paleontological Monitor III	\$130–\$160
Biological Monitor I/II	\$95–\$130
Biological Monitor III	\$130–\$160
Reprographics Assistant/Intern	\$70–\$90
Administrative Assistant/Accounting/Clerical	\$70–\$110

Other Labor Rates

Labor rates for expert testimony, litigation support, and depositions/court appearances will be billed at a minimum of two times the above rates. If additional services are authorized during the performance of a contract, compensation will be based on the fee schedule in effect at the time the services are authorized.

Direct Expenses

Direct costs and out-of-pocket expenses are billed as follows:

1. Out-of-pocket expenses, including, but not limited to, travel, messenger service, reprographics, lodging, meals, blueprint, reproduction, and photographic services: Cost, as charged to FCS, plus a 10 percent administrative fee.
2. Subcontractors' fees: Cost, as charged to FCS, plus a 15 percent administrative fee.
3. Passenger Cars: \$0.67 per mile.
4. Four-wheel-drive vehicles: \$95.00 per day plus \$0.67 per mile.
5. Records checks: Fees vary by facility and project.
6. Museum curation: Fees vary by city and project.
7. Cultural resources storage/curation of fossil and artifact collections: Cost, as charged to FCS, plus a 10 percent administrative fee.
8. Per Diem: Fees charged at the USA Federal (GSA) Rate. Lodging surcharge may apply in high-rate areas.
9. US Fish and Wildlife Service (USFWS)/CDFW impacts or mitigation fees: Cost, as charged to FCS, plus a 10 percent administrative fee.

8. OTHER INFORMATION

COMPREHENSIVE MUNICIPAL SERVICES

CSG provides a wide range of services to community development and public works departments, serving as an extension of agency staff. We are customer-centric and organized into the lines of business outlined below, each managed by highly experienced industry experts.



PLANNING, ENVIRONMENTAL, AND SUSTAINABILITY

Staff Augmentation for Current and Advance Planning • Project Management Including Plan Amendments • CEQA Environmental Review • Energy Efficiency, Water Conservation, Solid Waste Program Development • AB32 Compliance/Climate Action Plan Development and Implementation • Greenhouse Gas Reduction Strategies • Grant Writing and Grant Management



BUILDING AND FIRE LIFE SAFETY

Building Department Administration • Building Plan Review and Inspection • Fire Plan Review and Inspection • Structural Plan Review • OSHPD3 Review • CASp Assessment and Inspection • Public Facilities Assessment • LEED/Green Building Services • Code Compliance/Enforcement • Staff Augmentation



PUBLIC WORKS ENGINEERING AND DESIGN

Capital Improvement Project Design: Transportation/Roadway, Water and Sewer Utilities, Traffic Engineering • Development Review/Plan Check • Surveying and Mapping • Stormwater Program Compliance (NPDES, QSP/QSD)



CIP PROJECT AND PROGRAM MANAGEMENT

Capital Improvement Program Development and Implementation • Federal and State Grant Administration • Rule 20A Undergrounding • Staff Augmentation Including: Design Consultant Coordination, Projects Scoping, RFP Preparation



CONSTRUCTION MANAGEMENT AND INSPECTION

Contract Administration Including: Resident Engineer Oversight, Inspection, and Construction Management • Constructibility/Bidability Reviews • Cost and Schedule Control • Claims Avoidance



INFORMATION TECHNOLOGY

GreenVue Permitting Software • Digital Plan Review • Electronic Archiving • Web-Based Construction Management and Asset Management • Project Management • GIS and IT Support

9. LEGAL DOCUMENTS

A. STATEMENT OF ACCEPTANCE OF THE INDEMNIFICATION & INSURANCE REQUIREMENTS

CSG's staff has reviewed the **Indemnification requirements** of the Agreement (Section 7) and **is willing to accept them without modification. Appendix B has been signed and included on the following page, certifying acceptance in whole of the indemnification and insurance requirements.** However, we request that the City consider the following revisions:

Section 7, 1st paragraph, 7th line – Delete “that” and substitute “to the extent that they”.

Section 7, 1st paragraph, 9th line – At the end of the paragraph add “However, in no event shall the cost to indemnify, hold harmless and defend charged to Consultant exceed Consultant's proportionate percentage of fault.”

CSG's staff has reviewed the remainder of the **Agreement** and **is willing to accept it as well without modification.** However, we request that the City consider the following revisions:

Section 3. (b), 2nd line – Delete “in the normal course of City business” and substitute “within thirty calendar days of receipt of the statement”.

Section 4 – Add the following subsection “(g) Consultant may terminate Agreement for cause upon thirty days written notice to City. Consultant shall be entitled to payment for work performed prior to the effective date of termination.”

Section 5. (b) – At the end of the subsection add “Use of the documents for other than the intended project shall be at the City's sole risk.”

B. LOCAL PREFERENCE CERTIFICATION

CSG does not qualify for the City's local preference.

**STATEMENT OF ACCEPTANCE OF THE INDEMNIFICATION
AND INSURANCE REQUIREMENTS**

**REQUEST FOR QUALIFICATIONS FOR ON-CALL ENVIRONMENTAL REVIEW
SERVICES PURSUANT TO CEQA**

BID FILE NO. 12501022

The Proposer shall sign below that the Proposer accepts in whole the Indemnification and Insurance Requirements set forth in these Specifications. If the Proposer takes exception to some portions, those portions shall be listed here below and the Proposer shall sign that the Proposer accepts all portions of the requirements not listed.

Note: Any exceptions may render the proposal non-responsive.

☒ **ACCEPT**
☐ **DO NOT ACCEPT**

If "DO NOT ACCEPT" is checked, please list exceptions:



Signature of Authorized Person

Cyrus Kianpour (President)

Type or Print Name of Authorized Person

**STATEMENT OF ACCEPTANCE OF THE INDEMNIFICATION
AND INSURANCE REQUIREMENTS**

**REQUEST FOR QUALIFICATIONS FOR ON-CALL ENVIRONMENTAL REVIEW
SERVICES PURSUANT TO CEQA**

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The Proposer shall sign below that the Proposer accepts in whole the Indemnification and Insurance Requirements set forth in these Specifications. If the Proposer takes exception to some portions, those portions shall be listed here below and the Proposer shall sign that the Proposer accepts all portions of the requirements not listed.

Note: Any exceptions may render the proposal non-responsive.

☒ **ACCEPT**
☐ **DO NOT ACCEPT**

If "DO NOT ACCEPT" is checked, please list exceptions:



Signature of Authorized Person

Philip Ault, MS, LEED AP, Associate
Director

Type or Print Name of Authorized Person

APPENDIX A

Resumes



Glenn Lajoie, AICP

PRINCIPAL, DIRECTOR OF ENVIRONMENTAL PLANNING

Mr. Lajoie has over 35 years of experience in the practice of CEQA/NEPA environmental review and Community Planning for clients and agencies throughout California. His range of environmental review studies has included policy, land development and infrastructure projects. Along with an extensive background in CEQA/NEPA, his practices have also encompassed policy planning programs, such as General Plans, Specific Plans, neighborhood studies and due diligence analysis. Mr. Lajoie's skill set includes project and budget management, quality assurance, meeting facilitation, agency staff service assistance, and third party/peer review verification of analysis and findings. His primary objective as a professional planner has always focused on assuring integrity, quality and legal defensibility of analysis and processes, culminating in win-win solutions for clients and communities.

Mr. Lajoie has an extensive background with local and regional agencies throughout California. The geographic context is wide ranging including: resort and destination projects in the Town of Mammoth Lakes; numerous infrastructure and water availability/desalination project reviews in the Community of Cambria; city center and neighborhood revitalization opportunities in Lancaster: over two million square feet of expansion for the Raytheon Corporate facility in El Segundo; Long Point (Terranea Resort) in Rancho Palos Verdes; downtown high rise and mixed-use proposals in Long Beach; The 2035 General Plan Update for Buena Park; buildout of the Cypress Business Park Master Plan in Cypress; campus modernization and enhancement projects at the University of California, Riverside and the master plan for beautification and growth at the Hotel Del Coronado.

Education

*Master's Degree in Public Policy and Administration,
California State University,
Long Beach, California*

*Bachelor of Arts, Geography/
Urban Studies,
California State University,
Long Beach, California*

Professional Affiliations

*American Planning Association
(APA)*

*Association of Environmental
Professionals (AEP)*

Relevant Project Experience

- Amazon Delivery Station IS/MND, West Covina
- Beverly Hills Gardens and Montage Hotel Mixed Use Project EIR
- Brookhurst/Adams Intersection Improvements EIR, Huntington Beach
- Dana Point Town Center IS/MND, Dana Point
- Department of Water and Power Specific Plan Amendment EIR, Seal Beach
- Downtown Fairfield Justice Center Campus IS/MND, Solano County
- Historic Downtown Upland Specific Plan/EIR, Upland
- Hyundai North American Corporate Campus EIR, Fountain Valley
- In-house CEQA Training, Laguna Beach
- Janss Marketplace Hotel EIR, Thousand Oaks
- Lincoln (Nelles) Specific Plan EIR, Whittier
- Mammoth Yosemite Airport Regional Air Service IS/MND, Mammoth Lakes
- Manteca Marketplace Section 15183 CEQA Consistency Checklist, Manteca
- Mission Viejo Medical Center Office Building EIR
- North Third Street Mixed Use IS/MND, Burbank
- Oasis Road Specific Plan Master EIR, Redding
- On-call Environmental Planning Service, Calaveras County
- On-call CEQA Review, Colma
- Palmdale Transit Village Specific Plan/EIR, Palmdale
- Piercy Road Industrial Warehouse IS/MND, San Jose
- Robinson Ranch North EIR, Yucaipa
- South Pasadena Downtown Revitalization Project EIR, South Pasadena
- South San Francisco 2040 General Plan Update EIR
- Southeast Development Area Specific Plan Program EIR, Fresno
- The Colonies at San Antonio Specific Plan EIR, Upland



Liza Debies

SENIOR ENVIRONMENTAL PLANNER

Liza Debies has more than 12 years of professional experience and more than 8 years of experience in managing the preparation and peer review of CEQA and NEPA documents, including EIRs, IS/MNDs, Addenda, Environmental Assessments (EAs), and Categorical Exemptions and Categorical Exclusions. She has completed CEQA and/or NEPA documentation for electronic billboards, public infrastructure, materials recovery facilities, mixed-use developments, residential, commercial, retail, transportation, industrial, recreational, and institutional projects. She has expertise in aesthetics, land use and planning and land use compatibility, transportation and circulation, utilities and services systems, and alternatives analysis, as well as in evaluating large public infrastructure projects.

Education

*Bachelor of Arts,
Environmental Studies
Minor in Anthropology, with
Honors, Pitzer College,
Claremont, California
Study Abroad, visiting student in
Biotechnology, Athlone Institute
of Technology, Ireland, 2011*

CSG Relevant Experience

Janss Marketplace Specific Plan Project Environmental Documentation | City of Thousand Oaks, CA. Ms. Debies is providing senior review of the Janss Marketplace Specific Plan environmental documentation for the City of Thousand Oaks to assist the City in determining further environmental and technical analysis necessary pursuant to CEQA. The Specific Plan describes allowable future land uses, infrastructure, and implementation requirements for projects within the bounds of the Specific Plan area.

In-N-Out Burger Project Environmental Documentation | City of Bell, CA. Ms. Debies prepared a 15183 general plan consistency checklist for the development of an In-N-Out Burger fast food restaurant in the City of Bell.

Iron Planet Auction IS/MND Peer Review | County of San Bernardino, CA. Ms. Debies performed senior review of a peer review for the IS/MND prepared for a surplus military grade equipment auction project in Yermo and provided quality assurance/quality control on a memorandum detailing suggestions and revisions to be incorporated in the public review CEQA document.

Relevant Previous Experience

2023-2031 (6th Cycle) Housing Element Update Program EIR | City of Pleasanton, CA. As Project Manager, Ms. Debies managed the preparation of the Housing Element Update Program EIR for the City of Pleasanton. The City identified a total of 25 sites for potential rezoning to fulfill its housing shortfall between its Regional Housing Needs Allocation and the existing housing capacity of 3,173 units. This Program EIR focused on the sites identified in the Housing Element Update that could potentially be zoned for residential use. The final list of approved sites to be adopted by the City Council was accompanied by the General Plan and Specific Plan Amendments and rezoning actions to accommodate residential housing development. The Program EIR was certified, and the Housing Element was approved by the City Council in January 2023. Ms. Debies helped the City prepare a streamlined template document to evaluate specific Housing Element implementing projects as they are submitted.

Oak Park Properties Specific Plan EIR | City of Pleasant Hill, CA. As Project Manager, Ms. Debies managed the preparation of an EIR for a 15-acre Program Area, which included a new public library, housing, and athletic fields. Key issues included lighting impacts associated with the stadium lighting for the athletics fields. Ms. Debies managed the completion of a lighting study to confirm light emitted from the stadium lights would not exceed the City's nighttime lighting thresholds.



Kelli Allen

ASSOCIATE ENVIRONMENTAL PLANNER

Kelli Allen serves as an Associate Environmental Planner for CSG Consultants and is currently providing staff support to CSG clients. Ms. Allen's background aligns well with her roles and growth as a contributor to the environmental practice and CEQA compliance study assignments at CSG. Ms. Allen is a recent graduate of UCLA, earning a Bachelor of Arts Degree in Geography, with a focus on Environmental Studies, and in Political Science. Her responsibilities with the project review will include research and background baseline information for various topical areas.

Relevant Project Experience

Janss Marketplace Hotel EIR | City of Thousand Oaks, California. Ms. Allen assisted in the preparation of an environmental impact report to evaluate the potential environmental impacts of the development of a hotel at 225 North Moorpark Road in Thousand Oaks. The proposed project includes demolition of the current two-story retail building, to be replaced by a five-story dual hotel and retail pad, the creation of a map to designate airspace rights, and a zoning change to the footprint of the hotel to increase the building's height limitation. (2022-2023).

ARCO Commercial Center and Car Wash Project | Plymouth, California. Ms. Allen assisted in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of a commercial store, gas station, and car wash at 18725 CA 49 in Plymouth. The proposed project includes development of the currently vegetated site to construct a fuel canopy, car wash, convenience store, and parking lot, a general plan amendment, and a zoning change to accommodate the high-traffic commercial use in the downtown area. (2023)

1890 South Coast Highway IS/MND | Laguna Beach, California. Ms. Allen is assisting in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of a mixed-use retail and residential project at 1890 South Coast Highway in Laguna Beach. The proposed project involves the demolition of an existing car wash facility to be replaced by a mixed-use retail and residential complex with a subterranean garage and approximately 5,200 square feet of deck area. (2023-On-going)

Safety Element Update | Gustine, California. Ms. Allen is assisting in the preparation of a safety element update for the City of Gustine. The element evaluates the future hazard risks associated with fire, flood, dam inundation, seismic and geologic conditions, cybercrime, outdated emergency services infrastructure and staffing, and climate change in Gustine. (2023)

Sewer Line Reconstruction Project IS/MND | Millbrae, California. Ms. Allen is assisting in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of upgraded sewer infrastructure in the City of Millbrae. (2023-On-going)

M&J Pallet Building IS/MND | San Bernardino, California. Ms. Allen assisted in the preparation of an initial study/mitigated negative declaration to evaluate the potential environmental impacts of the development of a pallet building warehouse the County of San Bernardino. The proposed project involves the demolition of all existing on-site improvements, to be replaced by an approximately 22,267 square foot commercial warehouse and parking and circulation system improvements. (2023)

Education

*Bachelor of Arts Degree,
Geography/Environmental Studies and
Political Science with International
Relations Concentration.
University of California
Los Angeles*

*Minor in Global Studies
University of California
Los Angeles*

*Wildlands Studies Belize Program
Concentration in Environmental
Conservation
Environmental Wildlands Studies
Environmental Field Survey
Wildlands Environment and Culture
Western Washington University*

Professional Affiliations

*Association of Environmental
Professionals Member*



Colby Gonzalez

ASSISTANT ENVIRONMENTAL PLANNER

Colby Gonzalez has 2 years of professional experience in working with environmental documents, including EIRs, IS/MNDs, Addenda, and Categorical Exemptions. He has worked as a paralegal on CEQA and NEPA lawsuits for mixed-use projects, housing projects, industrial manufacturing projects, and warehouse projects. He also has experience with Clean Water Act and the Montana Environmental Policy Act ("MEPA").

Education

*Bachelor of Arts in
Environmental Studies,
Graduated Magna Cum Laude
Montana State University,
Bozeman, Montana*

CSG Relevant Experience

Pritchard Field Improvement Project Environmental Assessment | City of Bell, CA. Mr. Gonzalez is currently preparing the environmental assessment required by the National Environmental Policy Act for a community park project in the City of Bell which would include two new playgrounds, a dog park, and picnic area in a severely underserved community.

Janss Marketplace Specific Plan Project Environmental Documentation | City of Thousand Oaks, Ventura County, CA. Mr. Gonzalez is currently assisting with the preparation of the environmental documentation for the Janss Marketplace Specific Plan in the City of Thousand Oaks. This Specific Plan would create a detailed plan describing allowable future land uses, infrastructure, and implementation requirements for projects within the bounds of the Specific Plan area.

In-N-Out Burger Project | City of Bell, CA. Mr. Gonzalez assisted with the preparation of a 15183 Consistency Checklist for the development of an In-N-Out Burger fast food restaurant in the City of Bell.

Iron Planet Auction IS/MND Peer Review | San Bernardino County, CA. Mr. Gonzalez performed a peer review of the IS/MND prepared for a surplus military grade equipment auction project in Yermo and created a memorandum detailing suggestions and revisions to be incorporated in the final CEQA document. Mr. Gonzalez's peer review concluded that the project was located on a former leaking underground storage tank site which was not disclosed in the IS/MND.

Previous Relevant Experience

Pentair Warehouse Expansion Project | City of Moorpark, CA. Mr. Gonzalez prepared proof of service and filed a Notice of Intent to File Suit Under CEQA. Supporters Alliance for Environmental Responsibility alleged that an EIR was required due to a fair argument that the project may contain unmitigated environmental impacts.

1489 West Sunset Boulevard Mixed Use Residential Project | City of Los Angeles, CA. Mr. Gonzalez prepared an appeal of the Zoning Administrators approval of a categorical exemption from CEQA for the project due to air quality impacts and noise impacts which precluded the project from a Class 32 urban infill exemption.

1111 West Sunset Boulevard Mixed Use Project | City of Los Angeles, CA. Mr. Gonzalez prepared an appeal due to a significant health risk associated with unmitigated indoor air quality impacts. Experts found that wood products used in building materials and furnishings for the project would contain formaldehyde, a cancer-causing chemical which was not disclosed in the EIR prepared for the project.

TSUI LI, MURP—AIR QUALITY/GREENHOUSE GAS EMISSIONS AND ENERGY SPECIALIST

Education

- Master of Urban and Regional Planning, University of California, Irvine, CA, 2018
- Bachelor of Science, Environmental Sciences, University of California, Riverside, CA, 2016

Technical Expertise

- California Emissions Estimator Model
- Aeronautical Reconnaissance Coverage Geographic Information System
- Minitab (Statistical Software)

Tsui Li, MURP, has more than 9 years of experience in environmental review and air quality modeling that comply with CEQA and NEPA regulations. She is proficient in the provisions of CEQA and other State regulations and has actively overseen the compilation and completion of CEQA documents for residential, mixed-use, commercial, retail, transportation, and industrial projects. In addition, Ms. Li has performed air quality and GHG emissions analyses to support CEQA documents using a wide range of models and has extensive knowledge of various quantification methods. Ms. Li has a thorough understanding of the air quality and GHG emissions regulatory requirements of numerous air districts, including the Bay Area Air Quality Management District, the South Coast Air Quality Management District, and the San Joaquin Valley Air Pollution Control District. Ms. Li manages projects and task orders completed under FCS's on-call contract with the City of Gilroy.

RELATED EXPERIENCE AND CLIENT SUMMARY

- **6505 South McKinley Avenue East Industrial Project IS/MND and Supporting Technical Studies, City of Stockton, CA:** As the Air Quality/GHG Emissions and Energy Specialist, Ms. Li was involved in the air quality modeling process and drafted the Air Quality, GHG Emissions, and Energy sections of the IS/MND.
- **Tracy Alliance Project EIR, City of Tracy, CA:** As the Project Manager, Ms. Li oversaw the preparation of the EIR and closely coordinated with the lead agency and private developer on schedule, budget, and project status.
- **General Petroleum Avenue Extension Project NEPA Analysis, Kings County, CA:** Ms. Li was the Project Manager for the preparation of the NEPA documentation for the project.
- **Environmental Report for Hyperloop Transportation Technologies (HTT) Inc.—Hyperloop Research and Demonstration Center (HRDC) in Kings County, Quay Valley, CA:** As an Analyst, Ms. Li analyzed project impacts on aesthetics, land use and planning, public services, recreation, utilities, and hydrology, and prepared the associated sections of the IS/MND.
- **Barber Yard Specific Plan Project EIR, City of Chico, CA:** As the Senior Air Quality Scientist, Ms. Li managed the preparation of the air quality, Health Risk Assessment, GHG emissions, and energy analysis. Ms. Li also coordinated with the lead agency to strategize a proper approach to analyze air quality and GHG emissions.
- **Chang Property Development IS/MND, Technical Studies, Planning, and Local Agency Formation Commission (LAFCO) Application Services, City of San Ramon, CA:** Ms. Li provided planning support to the City by authoring the Staff Report and drafting the resolutions and conditions.



TSUI LI, MURP—AIR QUALITY/GREENHOUSE GAS EMISSIONS AND ENERGY SPECIALIST

- **Highway 1/North Main Street—Spindrift Way IS/MND and Technical Studies, City of Half Moon Bay, CA:** As an Environmental Analyst, Ms. Li was responsible for evaluating project impacts and drafting various sections of the IS/MND.
- **Library/Learning Resource Center Building Replacement Project IS/MND, Solano Community College District, Fairfield, CA:** As an Environmental Analyst, Ms. Li assisted in the project-related noise impact analysis and the preparation of noise section in the IS/MND.
- **Solano Ranch Project EIR and Technical Studies, City of Vallejo, CA:** As the Senior Air Quality Scientist, Ms. Li manages the preparation of the air quality, GHG emissions, and energy analysis.
- **General Petroleum Avenue Extension Project NEPA Analysis, Kings County, CA:** Ms. Li was the Project Manager for the preparation of the NEPA documentation for roadway improvements along a 5-block section of General Petroleum Avenue in Kettleman City, California.
- **Banning 25 Warehouse Project IS/MND and Technical Studies, City of Banning, CA:** As the Senior Air Quality Scientist, Ms. Li reviewed and addressed public technical comments on the air quality, GHG emissions, and energy analysis prepared for the project.
- **Rio Vista Specific Plan EIR, City of Jurupa Valley, CA:** As the Senior Air Quality Scientist, Ms. Li reviewed and addressed public, technical comments on the air quality, GHG emissions, and energy analysis prepared for the project. Ms. Li also provided support to the lead agency by attending public hearing for the project and answered any technical questions related to the project, as needed.
- **Solano Ranch Project EIR and Technical Studies, City of Vallejo, CA:** As the Senior Air Quality Scientist, Ms. Li manages the preparation of the air quality, GHG emissions, and energy analysis.

ROBERT CARROLL—BIOLOGICAL RESOURCES AND REGULATORY COMPLIANCE SPECIALIST

Education

- Bachelor of Science, Fisheries Science, Concentration in Water Resources, Cum Laude, Oregon State University, Corvallis, OR, 2016
- Bachelor of Arts, Marketing, College of Business Administration, Marquette University, Milwaukee, WI, 2007

Licenses and Certifications

- Fairy Shrimp Identification Certification, 2017
- Wetland Delineation Certification, 2018

Robert Carroll has more than 15 years of experience in environmental analysis, biological resources, and regulatory permitting. As a Biologist and Regulatory Specialist, Mr. Carroll's expertise includes multi-agency regulatory permitting and compliance (NEPA, CEQA, and California and federal Endangered Species Acts), natural resource assessments, special-status flora and fauna species surveys, construction compliance monitoring, and wildlife habitat assessments. Mr. Carroll has extensive experience managing wetland delineation projects and performing regulatory permitting pursuant to the jurisdiction of the California Department of Fish and Wildlife (CDFW), the Regional Water Quality Control Board (RWQCB), the US Army Corps of Engineers (USACE), and other local and regional agencies and organizations. He is well versed in the Clean Water Act Sections 404 and 401 permitting and the CDFW Code 1602 permitting. Mr. Carroll manages projects and task orders completed under FCS's on-call contract with the County of Contra Costa.

RELATED EXPERIENCE AND CLIENT SUMMARY

- **SEDA Specific Plan Environmental Analysis, City of Fresno, CA:** As the Senior Biologist, Mr. Carroll reviewed the biological resources section of the environmental document.
- **Central Southeast Planning Area Specific Plan and Program EIR, City of Fresno, CA:** Mr. Carroll performed a desktop-level analysis and authored biological resource section.
- **Tracy Alliance Project EIR, City of Tracy, CA:** Mr. Carroll authored the Biological Resources Assessment (BRA).
- **City of Pleasanton 2023–2031 (6th Cycle) Housing Element Update Program EIR, City of Pleasanton, CA:** Mr. Carroll performed a desktop-level analysis and authored biological resource section of the EIR.
- **Walnut Creek-Mixed Use Special District Project Supplemental EIR, City of Walnut Creek, CA:** As the Senior Biologist, Mr. Carroll reviewed the biological resources section of the EIR.
- **Fresno Warehouse Project IS/MND, City of Fresno, CA:** Mr. Carroll conducted Swainson's hawk (*Buteo swainsoni*) protocol-level surveys, nesting detection surveys, and active bird nest status determination surveys. He also assisted in the coordination with the project team regarding compliance with bird nests protection measures.
- **Fresno Police Department Substation Nesting Bird Surveys, City of Fresno, CA:** As the Senior Biologist, Mr. Carroll reviewed on-call biologist's work and coordinated with the client.

ROBERT CARROLL—BIOLOGICAL RESOURCES AND REGULATORY COMPLIANCE SPECIALIST

- **Veterans Boulevard Grade Separation Phase 1 and Phase 2 Pre-construction Surveys, City of Fresno, CA:** Mr. Carroll conducted two Pre-construction Surveys in accordance with the EIR and CEQA requirements.
- **Travers Creek Bridge Replacement California Department of Transportation (Caltrans) NEPA/CEQA Documentation and Permitting, Fresno County, CA:** Mr. Carroll prepared the CEQA IS/MND and the NEPA Categorical Exclusion and coordinated permitting through the USACE, the RWQCB, and the CDFW for the replacement of a structurally deficient bridge.
- **Addendum and Technical Studies to the Santa Nella Community Specific Plan Recirculated EIR, Merced County, CA:** As the Project Biologist, Mr. Carroll conducted field work and subsequently wrote the stand-alone BRA.
- **Villages of Patterson Project Burrowing Owl (BUOW) (*Athene cunicularia*) Habitat Assessment, City of Patterson, CA:** Mr. Carroll conducted three surveys for BUOW and other nesting birds .
- **Walnut Avenue Residential Project Biological Surveys, City of Patterson, CA:** As the Senior Biologist, Mr. Carroll conducted require pre-construction surveys for BUOW and Swainson's hawk protocol-level surveys.
- **Turlock Project Warehouse Consistency Checklist and Technical Studies, City of Turlock, CA:** Mr. Carroll conducted Swainson's hawk protocol-level surveys, nesting detection surveys, and active bird nest status determination surveys. He assisted in the determination of protection buffers and coordination with the project team regarding compliance with bird nests protection measures.
- **Tracy Village Development Project EIR, City of Tracy, CA:** As an Environmental Analyst, Mr. Carroll assisted in the preparation of the BRA; authored the public service letters and the Geology, Hydrology, and Population and Housing sections; and supported the project coordination and response to comments efforts.
- **Silva Dairy Site Industrial Project BUOW Pre-construction Survey, City of Tracy, CA:** Mr. Carroll conducted pre-construction surveys for BUOW and other nesting birds for this project.
- **El Dorado Materials Recovery Facility (MRF) Remodeling Project IS/MND, El Dorado County, CA:** Mr. Carroll authored the biological resources section of the MND and conducted the pre-construction nesting bird survey.
- **Dogtown Road Bridges Replacement Projects (San Domingo Creek, French Gulch, and Indian Creek) Caltrans NEPA/CEQA Documentation and Permitting, Calaveras County, CA:** As a Staff Biologist for the project, Mr. Carroll assisted in preparing the required regulatory permit application packages for the three bridge replacements.
- **Dogtown Road Bridges Replacement Projects (San Domingo Creek, French Gulch, and Indian Creek) Construction Biological Permitting Services, Calaveras County, CA:** Mr. Carroll managed the regulatory permitting support services prior to project construction.
- **Mount Madonna County Park Master Plan Environmental Constraints Analysis and IS/MND, Santa Clara County, CA:** As the Staff Biologist, Mr. Carroll prepared the biological constraints analysis for master plan improvements.
- **693 Arastradero Palo Alto School Project Archaeological, Paleontological, and Biological Services, City of Palo Alto, CA:** As the Staff Biologist, Mr. Carroll conducted pre-construction nesting surveys to clear project site of any potential nesting birds.

DANA DEPIETRO, PHD, RPA—CULTURAL RESOURCES SPECIALIST

Education

- Doctor of Philosophy, Near Eastern Art and Archaeology, University of California, Berkeley, CA, 2012
- Master of Arts, Near Eastern Art and Archaeology, University of California, Berkeley, CA, 2005
- Bachelor of Arts, Archaeology and History (double major), University of California, San Diego, CA, 2002

License

- Registered Professional Archaeologist, License No. 13517, 2016

Dana DePietro, PhD, RPA, is a Registered Professional Archaeologist (License No. 13517) who meets the Secretary of the Interior's Standards for historic preservation programs in archaeology. Dr. DePietro has more than 21 years of experience in all aspects of cultural resources management, including prehistoric and historic archaeology, paleontology, materials conservation, history of art and architecture, and community engagement. He has experience in compliance with NEPA, CEQA, the National Historic Preservation Act (NHPA), and the Archaeological Resources Protection Act. Dr. DePietro has completed cultural resource projects that have involved agency, client, Native American, and subcontractor coordination; treatment plans and research design development; archival research; field reconnaissance; site testing; data recovery excavation; construction monitoring; site recordation; site protection/preservation; mapping/cartography; spatial analysis/Geographic Information System; laboratory analysis; materials conservation; artifact curation and exhibition; and report production. He has completed projects in California within the jurisdiction of the Bureau of Land Management and other federal agencies requiring compliance with Section 106 of the NHPA. He has also completed projects throughout California under CEQA for State and local governments and municipalities and has worked with clients to ensure deliverables meet and exceed the standards set by the California Office of Historic Preservation. Dr. DePietro manages projects and task orders completed under FCS's contracts with the cities of Tracy, Lincoln, Woodland, Williams, Milpitas, San José, Alameda, Berkeley, Dublin, Fremont, Hayward, Pleasanton, Hercules, Richmond, San Ramon, Walnut Creek, East Palo Alto, Millbrae, and South San Francisco; the counties of Stanislaus, Colusa, San Benito, Tuolumne, Calaveras, Santa Cruz, Contra Costa, and Solano; the City and County of San Francisco; the Town of Tiburon; and the Fresno Metropolitan Flood Control District.

RELATED EXPERIENCE AND CLIENT SUMMARY

- **SEDA Specific Plan Environmental Analysis, City of Fresno, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **Central Southeast Planning Area Specific Plan and Program EIR, City of Fresno, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **6505 South McKinley Avenue East Industrial Project IS/MND and Supporting Technical Studies, City of Stockton, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural

DANA DEPIETRO, PHD, RPA—CULTURAL RESOURCES SPECIALIST

resources. He also coordinated consultation with Native American representatives and prepared the CRA.

- **Tracy Alliance Project EIR, City of Tracy, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **City of Pleasanton 2023–2031 (6th Cycle) Housing Element Update Program EIR, City of Pleasanton, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **Walnut Creek-Mixed Use Special District Project Supplemental EIR, City of Walnut Creek, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **Basin “EN” Construction Project Biological and Cultural Resources Services, City of Fresno, CA:** Dr. DePietro was the Project Manager for the biological and cultural resource services .
- **Program EIR for the Downtown Neighborhoods Community Plan (DNCP), Fulton Corridor Specific Plan (FCSP), and Downtown Development Code (DDC), City of Fresno, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **Project Cougar Warehouse Project Technical Studies, City of Fresno, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **Bonadelle Tract 6120 Cultural Resources Study, City of Clovis, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **La Paloma Winery Demolition Project IS/MND, City of Clovis, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **Baker Commodities Relocation Project IS/MND, City of Hanford, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.
- **Environmental Report for HTT Inc.—HRDC in Kings County, Quay Valley, CA:** As Principal Investigator for Cultural Resources, Dr. DePietro conducted all records searches and research and performed the field survey for historic and prehistoric cultural resources. He also coordinated consultation with Native American representatives and prepared the CRA.

FIRSTCARBON SOLUTIONS™

PHILIP AULT, MS, LEED AP—NOISE SPECIALIST

Education

- Master of Science, Advanced Environmental and Energy Studies for Architecture, University of East London at Center for Alternative Technology, Wales, UK, 2007
- Bachelor of Science, Mathematics, Bob Jones University, Greenville, SC, 1991

Training and Certifications

- US Green Building Council, Leadership in Energy and Environmental Design (LEED) Accredited Professional (AP), without specialty
- TRAFFIX Training, Dowling Associates, Inc., Oakland, CA
- Federal Highway Administration (FHWA) Traffic Noise Model (TNM) 2.5 and Traffic Noise Fundamentals Training Course, Bowlby & Associates, Inc., Franklin, TN
- Principles of Ecological Design, Case Studies in Ecological Design, San Francisco Institute of Architecture San Francisco, CA

Philip Ault, MS, LEED AP, has more than 18 years of experience in noise environmental impact analysis. As the Director of Noise Services, Mr. Ault is responsible for overseeing climate-sustainability strategy, noise studies, and environmental management systems and regulatory compliance with CEQA and NEPA requirements. He has prepared project-level technical noise analyses and programmatic noise and vibration impact analyses for programmatic-level CEQA analyses, including general plans, general plan updates, and specific plans. Mr. Ault has managed more than 900 projects that included the coordination of technical teams across multiple disciplines, firms, and municipal staff. In the past five years, Mr. Ault has also taken on the management of multiple CEQA and NEPA projects that involved the preparation of Addenda, Exemptions, Initial Studies, EIRs, and EAs. In his role as Manager of the Noise Team, he trains staff on conducting field noise measurements in compliance with FHWA, Caltrans, Federal Transit Administration, and Housing and Urban Development standards, as well as providing director-level review of all noise analyses. Mr. Ault also provides senior oversight, peer review, and expert testimony for FCS's noise services. Mr. Ault manages projects and task orders completed under FCS's on-call contracts with the cities of Clovis, Tracy, Lincoln, Woodland, Williams, Milpitas, San José, Alameda, Berkeley, Dublin, Fremont, Hayward, Pleasanton, Hercules, Richmond, San Ramon, Burlingame, East Palo Alto, and South San Francisco; the counties of Stanislaus, Colusa, San Benito, Tuolumne, Calaveras, Contra Costa, and Solano; the City and County of San Francisco; the Town of Tiburon; and the Fresno Metropolitan Flood Control District.

RELATED EXPERIENCE AND CLIENT SUMMARY

- **SEDA Specific Plan EIR, City of Fresno, CA:** As the Project Manager, Mr. Ault is managing the preparation of the EIR and providing director-level review of the air quality and noise documents.
- **Central Southeast Planning Area Specific Plan and Program EIR, City of Fresno, CA:** Mr. Ault prepared the Noise Impact Analysis.
- **6505 South McKinley Avenue East Industrial Project IS/MND and Supporting Technical Studies, City of Stockton, CA:** Mr. Ault is providing director-level review of the air quality and noise documents.



PHILIP AULT, MS, LEED AP—NOISE SPECIALIST

- **Tracy Alliance Project EIR, City of Tracy, CA:** Mr. Ault is providing director-level review of the air quality and noise documents.
- **City of Pleasanton 2023–2031 (6th Cycle) Housing Element Update Program EIR, City of Pleasanton, CA:** Mr. Ault prepared the construction and operational noise impact analysis and oversaw the preparation of and provided director-level review of the air quality and GHG emissions analyses associated with construction and future development buildout and operation of the proposed project.
- **Walnut Creek-Mixed Use Special District Project Supplemental EIR, City of Walnut Creek, CA:** Mr. Ault is providing director-level review of the air quality and noise documents.
- **State Route 99/Veterans Boulevard Interchange Noise Study Report, City of Fresno, CA:** Mr. Ault prepared the NEPA and CEQA noise impact assessment and documentation for this project. He performed the necessary noise measurements and concurrent traffic counts to calibrate the TNM 2.5 and prepared the Noise Abatement Decision Report. He also incorporated the findings of these reports into the final environmental document, and provided the additional analysis needed to identify and disclose impacts pursuant to CEQA.
- **Northwest Fresno Shaw/Brawley Walmart EIR Project, City of Fresno, CA:** As the Air Quality and Noise Specialist, Mr. Ault prepared the Air Quality Analysis and the Noise Impact Analysis for this project.
- **Program EIR for the DNCP, FCSP, and DDC, City of Fresno, CA:** Mr. Ault was the Air Quality and Noise Specialist for the Program EIR for this project.
- **Fulton Mall Reconstruction Project Environmental Construction Monitoring, City of Fresno, CA:** As the Project Manager, Mr. Ault coordinated all project efforts directly with City staff, and personally oversaw all monitoring services and managed all subconsultant teams.
- **Travers Creek Bridge Replacement Caltrans NEPA/CEQA Documentation and Permitting, Fresno County, CA:** Mr. Ault prepared the construction Noise Impact Analysis to meet the requirements for a Type III roadway project established in 23 Code of Federal Regulations (CFR) 772.
- **Woodlake Wastewater Treatment Plant Noise Analysis, City of Woodlake, CA:** Mr. Ault performed ambient noise measurements and prepared the technical noise report analyzing the potential impacts of the proposed expanded facility operations.
- **Addendum and Technical Studies to the Santa Nella Community Specific Plan Recirculated EIR, Merced County, CA:** Mr. Ault prepared the air quality and noise technical reports for the Initial Study.
- **Merced Gateway Master Plan Project EIR, City of Merced, CA:** As the Senior Noise Specialist, Mr. Ault prepared the construction and operational noise impact analysis supporting the EIR, including traffic noise modeling, construction noise and vibration impact analysis, as well as stationary source noise impact analysis for the proposed project.
- **Baldwin Master Plan/Zacharias Master Plan EIR and Technical Studies, City of Patterson, CA:** Mr. Ault prepared the noise impact analysis, including performing the construction and operational noise modeling and impact assessment.
- **Recology Blossom Valley Organics North Facility Improvements IS/MND, San Joaquin County, CA:** Mr. Ault prepared a Noise Impact Analysis.



Foster City • Orange • Sacramento • Pleasanton • San Jose • Newman • Paso Robles



PROJECT CONTACT



Glenn Lajoie | Principal & Director of
Environmental Services

Tel: 714.815.8124
Fax: 714.568.1028

Email: glennl@csgengr.com
Website: www.csgengr.com

RFQ #12501022 – QUALIFICATIONS FOR ON-CALL ENVIRONMENTAL SERVICES: REQUEST FOR ADDITIONAL INFORMATION

TIMEFRAMES

CSG will meet with City staff during the project initiation phase to determine an initial schedule and protocol for updating status during project phases. Our Environmental Planning team meets weekly to discuss the status of projects. Once a project is underway, we recommend scheduling regular status meetings with City staff. This ensures challenges and constraints are discussed as soon as they come up, and the CSG team can recommend short and/or long-term solutions to keep a project moving forward. Table 1, Illustrative Schedule, provides a sample schedule for different types of CEQA clearance. Projects that require NEPA clearance would have similar timelines for projects with similar levels of environmental review. CSG's scope of work and proposed tasks will depend on the nature of a specific project.

Table 1
Illustrative Schedule

Tasks	Timeline/Month
Kickoff Meeting	1
Master Schedule	1
Data Needs Request	1
Administrative Draft Project Description	1
City Staff Review of Administrative Draft Project Description	1
Approval of Project Description	1
Technical Analyses	2¹
Categorical Exemption	
Administrative Draft Exemption Justification Memorandum	2-3
Completion of Exemption Justification Memorandum	2-3
Notice of Exemption	Within 5 Day of project approval
Initial Study	
Administrative Draft Initial Study	3
Meeting to Discuss Initial Study Findings	3
Initial Study/Addendum	
Administrative Draft Initial Study/Addendum ²	3-4
Preliminary Draft Initial Study/Addendum	3-4
Completion of Initial Study/Addendum	3-4
Initial Study/(Mitigated) Negative Declaration	
Administrative Draft Initial Study/(Mitigated) Negative Declaration ²	3-4
Preliminary Draft Initial Study/(Mitigated) Negative Declaration	3-4
Public Review Draft Initial Study/(Mitigated) Negative Declaration and Notice of Intent to Adopt	4
30 Day Public Review Period	4-5
Administrative Draft Responses to Comments and MMRP	5-6
Final Initial Study/(Mitigated) Negative Declaration and Notice of Completion	6
Environmental Impact Report	

Table 1
Illustrative Schedule

Tasks	Timeline/Month
Administrative Draft Notice of Preparation	3
Publish Notice of Preparation	3
30 Day Scoping Period	3-4
Administrative Draft Environmental Impact Report ³	5
Preliminary Draft Environmental Impact Report	6
Public Review Draft Environmental Impact Report and Notice of Availability	6-7
45 Day Public Review Period	8-9
Administrative Draft Responses to Comments and MMRP	9-10
Final EIR and Notice of Completion	10-11
Public Hearings/Project Approval	
Hearings	To Be Determined
Notice of Determination	Within 5 Day of adoption/certification of document

Notes:

- ¹ The schedule for completion of technical studies is highly dependent on project-specific information. However, for most projects, all technical studies can be completed with 3 months of project initiation. CEQA documentation can be completed in a shorter timeframe than provided here dependent on timing of completion of the technical studies.
- ² Schedule assumes two week review period of Administrative Draft by City staff.
- ³ Schedule assumes one month review period of Administrative Draft EIR by City staff.

COST BREAKDOWN

The costs provided below are based on an average of historical budgets for projects with similar levels of environmental review for the past two years. Prior to the start of a project, CSG will consult with City staff to determine the scope of the project. This includes a thorough review of the project application to ensure compliance with city requirements and researching whether previous environmental analysis has been completed for a project site to determine if any streamlining is available. Determining the appropriate level of environmental review early in the process helps reduce costs, as it avoids needless environmental review. CSG will also work with City staff to confirm the Project Description prior to the initiation of technical studies and the environmental analysis. This includes determining the exact location and boundaries of the components, facilities, and associated infrastructure for a project. Once the Project Description has been confirmed and is stable/set to go, CSG will provide the approved Project Description to all staff and subconsultants working on a project. This ensures consistency between technical analyses and reduces the costs associated with redoing work. The cost for environmental review is highly dependent on project-specific information. Therefore, Table 2, Illustrative Costs, provides a range of costs for different types of CEQA clearance, employee positions involved, and total cost per activity. Projects that require NEPA clearance would have similar costs for projects with similar levels of environmental review. Because the costs for technical studies vary depending on project-specific information and what studies are required, those costs are not provided herein. CSG's scope of work and proposed costs will depend on the nature of a specific project and level of technical review that is required.

Table 2
Illustrative Costs

Tasks	Fee	Employee Positions Involved
Categorical Exemption		
Administrative Draft Exemption Justification Memorandum	\$5,000-\$15,000	Environmental Planning Director; Assistant Environmental Planner; Publications Specialist; GIS Manager; GIS Analyst
Completion of Exemption Justification Memorandum/Notice of Exemption	\$3,000-\$5,000	
Total	\$8,000-\$20,000	
Initial Study		
Administrative Draft Initial Study	\$15,000-\$25,000	Environmental Planning Director; Associate Environmental Planner; Publications Specialist; GIS Manager; GIS Analyst
Total	\$15,000-\$25,000	
Initial Study/Addendum		
Administrative Draft Initial Study/Addendum	\$15,000-\$30,000	Environmental Planning Director; Associate Environmental Planner; Assistant Environmental Planner; Publications Specialist; GIS Manager; GIS Analyst
Preliminary Draft Initial Study/Addendum	\$3,000-\$5,000	
Completion of Initial Study/Addendum	\$1,500-\$2,000	
Total	\$19,500-\$37,000	
Initial Study/(Mitigated) Negative Declaration		
Administrative Draft Initial Study/(Mitigated) Negative Declaration	\$23,000-\$30,000	Environmental Planning Director; Senior Environmental Planner; Associate Environmental Planner; Assistant Environmental Planner; Publications Specialist; GIS Manager; GIS Analyst; GIS Technician
Preliminary Draft Initial Study/(Mitigated) Negative Declaration	\$4,000-\$10,000	
Public Review Draft Initial Study/(Mitigated) Negative Declaration and NOI	\$2,000-\$5,000	
Administrative Draft Responses to Comments and MMRP	\$3,000-\$6,000	
Final Initial Study/(Mitigated) Negative Declaration and NOC	\$2,000-\$5,000	
Total	\$34,000-\$56,000	
Environmental Impact Report		
Notice of Preparation and Scoping Meeting	\$3,000-\$5,000	Environmental Planning Director; Senior Environmental Planner; Associate Environmental Planner; Assistant Environmental Planner; Publications Specialist; GIS Manager; GIS Analyst; GIS Technician
Administrative Draft Environmental Impact Report	\$50,000-\$150,000	
Preliminary Draft Environmental Impact Report	\$10,000-\$20,000	
Public Review Draft Environmental Impact Report and NOA	\$4,000-\$7,000	
Administrative Draft Responses to Comments and MMRP	\$5,000-\$15,000	
Final EIR and Notice of Completion	\$3,000-\$5,000	
Total	\$75,000-\$202,000	

HOURLY RATES

Hourly rates for CSG staff are provided in Table 3.

Table 3
Hourly Rate Schedule – CSG Consultants

PERSONNEL / ROLE	HOURLY RATE
Environmental Planning Director	\$250
Senior Environmental Planner	\$200
Associate Environmental Planner	\$160
Assistant Environmental Planner	\$130
Publications Specialist	\$95
GIS Manager	\$130
GIS Analyst	\$90
GIS Technician	\$70

TERMS

- All hourly rates include overhead costs including but not limited to salaries, benefits, workers' compensation insurance, local travel, and miscellaneous office expenses.
- Overtime services and services provided outside of normal business hours will be billed at 1.5x the applicable hourly rate.
- On July 1 of each year following the contract start year, CSG will initiate an hourly rate increase based on change in CPI for the applicable region.
- CSG will mail/email an invoice every month for services rendered during the previous month. Unless otherwise agreed, payment terms are 30 days from receipt of invoice.
- This fee proposal is valid for a period of 90 days from date of submittal.

BOARD RESOLUTION

APPOINTING OFFICERS

APPOINTMENT OF OFFICERS.

RESOLVED, that consistent with the State of California Statement of Information Corporation filing (Exhibit A), the following persons are appointed to the office(s) indicated next to their names to serve until their successor(s) shall be duly appointed, unless he or she resigns, is removed from office or is otherwise disqualified from serving as an officer of this corporation, to take their respective office(s) immediately upon such appointment:

Office	Name
President and Chief Executive Officer	Cyrus Kianpour
Vice President	Khoa Duong
Secretary	Nourdin Khayata
Secretary (2 nd)	Brad Donohue
Chief Financial Officer	Pak Lin

RESOLVED, that the officers of this corporation are, and each acting alone is, hereby authorized to do and perform any and all such acts, including execution of any and all documents and certificates, as such officers shall deem necessary or advisable, to carry out the purposes and intent of the foregoing resolutions.

RESOLVED FURTHER, that any actions taken by such officers prior to the date of the foregoing resolutions adopted hereby that are within the authority conferred thereby are hereby ratified, confirmed and approved as the acts and deeds of this corporation.

The above and foregoing Resolution was passed and adopted by CSG Board Members at a quarterly meeting held on the 27 day of May, 2025, by the following vote:

AYES: Diemer, Kianpour, Ross
NOES: None
ABSTAIN: None
ABSENT: None

BY:

Signed by:

Dennis Diemer

455504D984B34BD...

Dennis Diemer, Board Member

DocuSigned by:

Marian Ross

BCEDB989FE014AB...

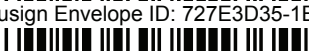
Marian Ross, Board Member

DocuSigned by:

Cyrus Kianpour

7AC42FF2224A4B2...

Cyrus Kianpour, CEO/President



BA20241272661



STATE OF CALIFORNIA
Office of the Secretary of State
STATEMENT OF INFORMATION
CORPORATION

California Secretary of State
1500 11th Street
Sacramento, California 95814
(916) 657-5448

For Office Use Only

-FILED-

File No.: BA20241272661
Date Filed: 7/9/2024

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Entity Details							
Corporation Name		CSG CONSULTANTS, INC.					
Entity No.		2249340					
Formed In		CALIFORNIA					
Street Address of Principal Office of Corporation							
Principal Address		550 PILGRIM DRIVE FOSTER CITY, CA 94404					
Mailing Address of Corporation							
Mailing Address		550 PILGRIM DRIVE FOSTER CITY, CA 94404					
Attention							
Street Address of California Office of Corporation							
Street Address of California Office		550 PILGRIM DRIVE FOSTER CITY, CA 94404					
Officers							
Officer Name		Officer Address		Position(s)			
■ Nourdin Khayata		550 PILGRIM DRIVE FOSTER CITY, CA 94404		Secretary			
■ Cyrus Kianpour		550 PILGRIM DRIVE FOSTER CITY, CA 94404		Chief Executive Officer			
+ Pak Lin		550 PILGRIM DRIVE FOSTER CITY, CA 94404		Chief Financial Officer			
Additional Officers							
Officer Name		Officer Address		Position		Stated Position	
None Entered							
Directors							
Director Name			Director Address				
Cyrus Kianpour			550 PILGRIM DRIVE FOSTER CITY, CA 94404				
The number of vacancies on Board of Directors is: 0							
Agent for Service of Process							
Agent Name		CYRUS KIANPOUR					
Agent Address		550 PILGRIM DRIVE FOSTER CITY, CA 94404					
Type of Business							
Type of Business		Engineering Consulting Services					
Email Notifications							
Opt-in Email Notifications		Yes, I opt-in to receive entity notifications via email.					
Labor Judgment							

No Officer or Director of this Corporation has an outstanding final judgment issued by the Division of Labor Standards Enforcement or a court of law, for which no appeal therefrom is pending, for the violation of any wage order or provision of the Labor Code.

Electronic Signature

☒ By signing, I affirm that the information herein is true and correct and that I am authorized by California law to sign.

Christina Gibson

07/09/2024

Signature

Date