

EXHIBIT A



September 30, 2019

Erin Morris
Planning and Code Enforcement Manager
City of Napa Community Development Department
1600 First Street
Napa, CA 94559

Sent via email to: emorris@cityofnapa.org

RE: Heritage House/Valle Verde Project EIR/EA – Contract Amendment #2

Dear Ms. Morris:

We are requesting an amendment to our agreement dated June 18, 2018 to complete the preparation of the Environmental Impact Report/Environmental Assessment for the Heritage House/Valle Verde project. This contract amendment is requested to 1) cover costs associated with work that has been done to date that is outside of our scope of work and 2) cover upcoming work associated with finalization of the Environmental Impact Report/Environmental Assessment, including responding to comments, evaluating any potential project refinements since the Draft EIR's release, and attending public hearings.

Due to the complications surrounding the analysis of the bridge removal and related hydraulics analysis, DJP&A has exceeded the original budget. Following is a summary justifying the out of scope work completed to date.

- **Schedule and Project Management** – the agreement dated June 18, 2018 assumed that project would be completed in 37 weeks of authorization (or March 4, 2019). Due to factors outside of DJP&A's control, the project schedule has extended significantly beyond what our scope assumed. As a result, DJP&A staff have expended a substantial amount of time on the continued management of the project.
- **Bridge Removal and Hydraulics** – Due to the complications surrounding the analysis of the bridge removal and related hydraulics analysis, DJP&A staff have participated in numerous conference calls and meetings over the past two months with the City, applicant, and technical sub consultants to identify a path forward.
- **Tribal Cultural Resources** – our original scope of work did not account for tribal consultation under Assembly 52. DJP&A staff assisted the City with review of draft agreements, coordination with Holman and Associates, and coordination with the City.

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- **Preparation of the Screencheck Draft EIR** – our original scope assumed 36 hours to prepare the Screencheck Draft EIR. In reality, it took nearly 80 hours to complete. Due to the change in how bridge removal was analyzed in the EIR (from part of the project to an alternative), DJP&A staff spent a considerable time rewriting the document and revising the technical analyses.

To date, DJP&A has written off \$24,000 in work that we are not seeking to recover. DJP&A is requesting \$28,000 to cover costs associated with the work described above.

In order to continue work on the Environmental Impact Report/Environmental Assessment, DJP&A is requesting additional budget. This request is based on the significant volume of Draft EIR public comments received to date and the anticipated revisions to the Final Environmental Impact Report/Environmental Assessment. In addition, the budget amendment takes into account the additional project management time DJP&A will need to provide, along with continued participation in meetings, conference calls, attendance at community meeting(s), attendance at the Planning Commission hearing, and City Council hearing.

Assumptions:

This scope of work assumes 92 hours of DJP&A staff time to respond to comments and prepare the Final EIR/EA.

This cost assumes the project will not change substantially (i.e. recirculation is not warranted) and does not include in-house staff time for participating in meetings regarding alternative project designs or participation in meetings regarding project activities aimed at creek bank stabilization addressing active erosion.

This budget amendment also includes the additional services needed by WRA and Schaaf & Wheeler. The scope of these services are described below.

Schaaf and Wheeler

In June of 2019, the City requested that Schaaf and Wheeler rerun the hydraulic model and update the hydraulics analysis to account for the Project and bridge removal separately. This budget amendment request includes that out of scope work, which accounts for \$2,880.75 of Schaaf and Wheeler's budget below.

This scope includes time for Schaaf and Wheeler to remodel project impacts. Three model runs will be completed:

1. Revised Existing (including corrected bridge and existing project site topo and existing building obstruction)
2. Proposed Project (add project grading and obstructions)

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3. Proposed Project plus Partial Bridge Removal (add project grading and obstructions, remove Zerba bridge deck and piers)

Assumptions:

Note that this scope does not include an iterative analysis to determine project alternatives and/or refined approaches to project alteration of the floodplain. This scope is available at an additional fee.

In addition, Schaaf and Wheeler will provide assistance with responses to comments, in coordination with DJP&A. Schaaf & Wheeler has included 12 hours to response to comments. This scope does not include attendance by Schaaf and Wheeler at any in-person meetings or hearings.

WRA

In June of 2019, the City requested that WRA revise the Biological Resources Technical Report and Tree Survey to account for additional tree removal associated with the bridge removal component. This budget amendment request includes that out of scope work, which accounts for \$2,875 of WRA's budget below.

Under this scope, WRA will develop a technical memorandum based on WRA's professional expertise in fish biology and CEQA.

WRA will also assist with providing draft responses to select comments received on the Project's DEIR and related text revisions to the DEIR. This includes responses to select items in the CDFW comment letter. WRA can assist with other responses and DEIR text revisions as needed; however, it is assumed the nature of these comments/revisions will only require clarification-type responses.

This scope also includes up to 28 hours for unforeseen and as-needed project assistance. This time may be used to cover supplemental analyses, attend public hearing(s), or other project support as directed by the client.

This scope also includes as an optional task updating the Biological Resources Technical Report and/or Tree Survey Report to address comments received on the DEIR/EA. This task assumes the limit of work will remain unchanged, and the updates to the reports will involve clarifying text and up to one figure edit.

The following table reflects the cost associated with completing the outstanding technical reports and EIR/EA.

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Cost Estimate	
David J. Powers & Associates, Inc.	
Out of Scope Work to Date	\$28,000
Preparation of the Final EIR (Response to Comments, Revisions to the EIR)	\$14,600
Participation in Meetings and Hearing	\$13,440
Project Management	\$6,800
Technical Consultants¹	
Schaaf & Wheeler (Hydraulic Analysis)	\$22,103
WRA (Responses to Comments, DEIR Text Revisions, and Technical Memo)	\$22,425
WRA (Unforeseen and As-Needed Assistance)	\$6,325
Optional Tasks	
WRA (Revisions to Biological Resources Technical Report/Tree Survey)	\$9,200

¹Expenses, subconsultants, and materials costs include a 15% Administration Fee.

Contract Amendment Subtotal	\$122,893
Existing Contract	\$226,916
Total	\$349,809

SCHEDULE

DJP&A proposes the following schedule for preparation of the Final Environmental Impact Report/Environmental Assessment, responses to comments, and technical analyses described above. DJP&A can commit to maintain the schedule in the areas that are within our control. Delays in receiving requested information or responses by others will result in at least day-for-day delays in the overall schedule. This schedule assumes minimal project changes and that the scope of the project does not trigger recirculation of the Environmental Impact Report. This schedule also assumes that the above scope of work is authorized and work can begin immediately.

Deliverable	Date Completed
Hydraulics Analysis Completed	10/4/2019
Supporting Biological Analysis Completed	10/11/2019
DJP&A submits Administrative Draft Final EIR/EA, Responses to Comments and MMRP for City Review	10/18/2019
City reviews Administrative Draft EIR/EA	11/4/2019
DJP&A submits Screencheck Draft Final EIR/EA, Responses to Comments, and MMRP for City Review	11/12/2019
City reviews Screencheck Draft Final EIR/EA, Responses to Comments, and MMRP	11/14/2019
DJP&A prepares Final EIR/EA, Responses to Comments and MMRP for 10-day circulation	11/17/2019
10-day circulation of Final EIR/EA	11/29/2019
Planning Commission Hearing	12/5/2019

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As indicated above, this requested amendment to our existing agreement in the amount of \$122,893, would increase our total environmental review budget from \$228,641 to \$349,809. All costs will be billed on a time and materials basis, commensurate with work completed.

If this contract amendment request is acceptable to you, please provide written authorization to bill for the additional services. Please feel free to contact Natalie Noyes, Project Manager, (510.902.5852, nnoyes@davidjpowers.com) with any questions.

Sincerely,

A handwritten signature in black ink that reads "Akoni Daniels". The signature is written in a cursive, slightly stylized font.

Akoni Daniels
President/Principal PM