

**AMENDMENT NUMBER 2  
TO “AGREEMENT FOR CONSULTING SERVICES”**

THIS AMENDMENT NUMBER 2 TO AGREEMENT FOR CONSULTING SERVICES (the “Second Amendment”) is made and entered into as of January 16, 2024 by and between the CITY OF IRVINE, a municipal corporation (“City”) and ASCENT ENVIRONMENTAL, INC, a California corporation (the “Consultant”), for the purpose of amending the written “Agreement for Consulting Services” entered into between City and Consultant as of July 01, 2021, City of Irvine contract number 20077 (the “Agreement”).

1. The expiration date of the Agreement is changed from January 31, 2024 to January 31, 2025
2. PART IV, SCOPE OF SERVICES and PART V, BUDGET, are modified in accordance with EXHIBIT I, attached hereto. The not-to-exceed contract value is increased by \$525,365.00 from \$467,985.00 to \$993,350.00.
3. Except as set forth in this Second Amendment, all terms, conditions and provisions of the Agreement are unchanged and remain in full force and effect.

*(Signatures follow on next page)*

IN WITNESS WHEREOF, the parties hereto have caused this Second Amendment to the Agreement to be executed by their respective duly authorized agents as of the date first set forth above.

**CITY OF IRVINE**

**ASCENT ENVIRONMENTAL, INC**

DocuSigned by:  
By:   
Sean Crumby  
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Its: Director of Project Delivery & Sustainability

DocuSigned by:  
By:   
Gary Jakobs  
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Its: Chief Executive Officer


DocuSigned by:  
By:   
Oliver C. Chi  
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Its: City Manager

DocuSigned by:  
By:   
Amanda Olekszuln  
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Its: Chief Financial Officer

Attest:

DocuSigned by:  
By:   
Carl Petersen  
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Its: City Clerk

APPROVED AS TO FORM:  
RUTAN & TUCKER, LLP

DocuSigned by:  
By:   
Jeffrey Melching  
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## IRVINE CLIMATE ACTION AND ADAPTATION PLAN AMENDMENT ADDITIONAL PHASE I & PHASE II SCOPE OF WORK

ASCENT ENVIRONMENTAL, INC.

This document outlines the necessary tasks for completion of the City of Irvine's Climate Action and Adaptation Plan (CAAP), as well as optional tasks that would support City staff and address requests provided by the City Council. The tasks outlined are informed by City Council direction, feedback received from stakeholders and members of the public, and City staff direction.

### PREVIOUSLY COMPLETED TASKS AND DELIVERABLES

Since initiation of the project, the tasks shown in Table 1 have been completed and this scope of work does not envision further work on these tasks. This scope of work describes remaining tasks from a point-forward perspective to facilitate completion of the CAAP. A new project management and coordination task is included to cover these activities through completion of the project. This scope of work also uses new task numbers for ease of reference.

**Table 1. Summary of Completed Tasks and Deliverables**

| Task  | Deliverables Completed   |
|---|--|
| <b>1. Background Review and Goals</b>                                   | <ul style="list-style-type: none"> <li>▶ Kickoff meeting</li> <li>▶ Draft and final project timeline</li> <li>▶ Regular coordination meetings</li> <li>▶ Monthly invoices and progress reports</li> </ul>                                      |
| <b>2. Assessment of Existing Policies, Programs, and Best Practices</b> | <ul style="list-style-type: none"> <li>▶ Technical Memorandum #1</li> </ul>  |
| <b>3. Stakeholder Engagement</b>  | <ul style="list-style-type: none"> <li>▶ Community Outreach Strategy</li> <li>▶ Attendance and facilitation support for public workshops, GREC meetings, interdepartmental meetings, and stakeholder meetings</li> </ul>                       |
| <b>4. Greenhouse Gas Emissions Inventory</b>                            | <ul style="list-style-type: none"> <li>▶ GHG Emissions Inventory Technical Memorandum</li> <li>▶ Consumption-based emissions inventory memo</li> </ul>   |
| <b>5. Future Emissions Scenarios and Wedge Analysis</b>                 | <ul style="list-style-type: none"> <li>▶ GHG Emissions Forecast Technical Memorandum</li> </ul>  |
| <b>6. Emission Reduction Measures</b>                                   | <ul style="list-style-type: none"> <li>▶ GHG reduction measures in Microsoft Excel workbook</li> <li>▶ GHG reduction measures and targets summary memorandum and PowerPoint</li> <li>▶ Table of measures and implementation actions</li> </ul> |
| <b>7. Vulnerability Assessment and Adaptation Measures</b>              | <ul style="list-style-type: none"> <li>▶ Climate Vulnerability Assessment</li> <li>▶ Adaptation Strategies</li> <li>▶ Climate Vulnerability Assessment and Adaptation Framework</li> </ul>   |
| <b>8. Implementation Plan</b>   | <ul style="list-style-type: none"> <li>▶ Electric Vehicle Transition Plan</li> <li>▶ Distributed Energy Resources Plan</li> </ul>  |
| <b>12. Marketing and Communications Plan</b>                            | <ul style="list-style-type: none"> <li>▶ Marketing and Communications Plan</li> <li>▶ Graphic Layouts and Templates</li> </ul>   |

## Scope of Work

### TASK 14: PROJECT MANAGEMENT AND PROJECT SUPPORT

Ascent will lead the overall management of project tasks and maintenance of the project schedule. The Ascent project management team will closely coordinate with the City project manager throughout the process. Specific subtasks and activities to accomplish this are described below. All subtasks under Task 1 assume Ascent meeting participation is virtual.

#### Subtask 14.1. Internal Project Team Coordination Meetings

The Ascent Principal-in-Charge (PIC) and Project Manager will prepare for and participate in virtual coordination meetings with the internal City project team. This scope of work assumes these meetings will be held every two weeks and have a duration of one hour. Specific task leads from the Ascent team will also attend these meetings as-needed based on the topic of discussion. Ascent will share the meeting agenda and follow up with a list of identified action items via email.

#### Subtask 14.2. Interdepartmental Coordination Meetings

In addition to regular coordination meetings with the City project team outlined in Subtask 13.1, Ascent will also participate in internal, interdepartmental coordination meetings related to development of the CAAP. For example, we recommend that the City project team meet with representatives of the Community Development Department to coordinate development of the CAAP with preparation of the City's General Plan Update and other duties performed by Community Development, including CEQA review of development applications. Potential discussion topics include but are not limited to:

- ▶ City-wide projected growth assumptions included in the CAAP (e.g., population, housing, employment, vehicle miles traveled)
- ▶ Approach to including results of the climate change vulnerability assessment and adaptation measures in the CAAP and General Plan Update
- ▶ Implications of a CEQA-qualified plan (i.e., consistent with Guidelines Section 15183.5) for City's CEQA review procedures for development applications
- ▶ Coordination of CAAP development with preparation of the Climate Element of the General Plan.

This scope assumes that the Ascent team will attend up to 12 meetings of one-hour duration each. Ascent participation will include a combination of the Ascent PIC, Project Manager, and/or task lead depending on the topic of discussion.

#### Subtask 14.3. Project Management

Ascent will maintain frequent communication with the City project team outside of internal coordination meetings referenced in Subtask 1.1 and provide regular updates on the status of project tasks. We will play an active role in ongoing management and will be responsible for maintaining a project schedule throughout the duration of the project. The project schedule will include major milestones, City staff reviews, deliverable due dates, and dates of public meetings and hearings.

#### Subtask 14.4. Additional Staff Support

Ascent will provide additional staff support for the City project team upon request. The types of services to be performed include performing research and summarizing findings, reviewing or contributing to staff reports and PowerPoint presentations, and responding to City requests for advice on topics related to but outside the scope

of tasks and work products for which Ascent is under contract to perform. Ascent will perform work under this task under the direction of the City project manager. The scope includes up to 30 labor hours for this subtask.

### **Subtask 14.5. Sustainability Commission and City Council**

Ascent will provide staff support to the City project team for one Sustainability Commission meeting and one City Council meeting, which are anticipated for December 2023 and January 2024, respectively. Ascent will support the City in a technical capacity by performing technical review of City-prepared materials, presenting the technical results of Ascent work products, and answering technical questions. Up to three members of the Ascent team will attend each meeting.

#### **Deliverables:**

- ✓ Agendas and action items for internal project team coordination meetings
- ✓ Attendance at interdepartmental coordination meetings
- ✓ Project schedule
- ✓ Monthly invoices and progress reports
- ✓ Review comments on staff reports and presentations
- ✓ Summary notes for City Council status update meetings
- ✓ Presenting and responding to questions on technical topics at City Council status update meetings

#### **City Team Responsibilities and Assumptions:**

- ✓ Scheduling, leading, and preparing materials for City Council status update and interdepartmental meetings

## **TASK 15: 2030 CARBON NEUTRAL SCENARIO ANALYSIS**

Ascent has completed business-as-usual (BAU) and legislative-adjusted BAU emissions forecasts for 2030 and 2045. The original scope of work for this task was developed before the Irvine ACHIEVES resolution was adopted by the City Council. The Irvine ACHIEVES resolution endeavors to achieve a zero-carbon local economy by 2030. The *2022 Scoping Plan for Achieving Carbon Neutrality* was also adopted by CARB in December 2022. These two resources represent new information that informed the modified scope of work for this task.

Ascent will present the results for both the BAU and legislative-adjusted BAU in the CAAP document through a wedge analysis. The wedge analysis will show the growth in emissions for each emissions sector from the year of inventory. The wedge analysis will be expanded upon under Task 6 in the development of GHG emission reduction measures to determine the reductions needed from each sector. The wedges will portray the total emission reductions from the sectors of the community GHG emissions. In addition, the wedge analysis will demonstrate the emissions that need to be zeroed out to achieve zero emissions in Irvine by 2030.

Under Senate Bill (SB) 32 and Assembly Bill (AB) 1279, the State aims to reduce statewide emissions 40 percent below 1990 levels by 2030 and 85 percent below 1990 levels by 2045. Ascent has developed a 2030 GHG emissions reduction target for Irvine that is aligned with the *2022 Scoping Plan for Achieving Carbon Neutrality*, which shows achievement of a greater than 40 percent reduction in statewide emissions by 2030 relative to 1990 emissions. The current 2030 reduction target for Irvine has been developed in consideration of the California Supreme Court's decision regarding GHG target setting pursuant to the Newhall Ranch case, providing the substantial evidence to support legal defensibility for the CAAP. This target and the analysis showing reductions necessary to achieve it will be retained as it forms the basis of CEQA qualification for the CAAP.

Ascent will add to the BAU and legislative-adjusted BAU forecasts by developing a scenario that shows achievement of carbon neutrality by 2030 based on communitywide emissions in Irvine (2030 carbon neutrality scenario).

The 2030 carbon neutrality scenario will analyze rapid decarbonization of all emissions sectors by 2030. The *2022 Scoping Plan for Achieving Carbon Neutrality* identifies a technologically feasible, cost-effective path to achieve carbon neutrality in the state by 2045 and a reduction in anthropogenic emissions by 85 percent below 1990 levels. The *2022 Scoping Plan for Achieving Carbon Neutrality* also considered two alternatives, 1 and 2, that contemplated achievement of carbon neutrality by 2035. Alternative 1 aims to achieve carbon neutrality by 2035 by nearly phasing out all combustion, including fossil, biomass-derived, or hydrogen. The alternative still requires CO<sub>2</sub> removal to compensate for non-combustion emissions (industrial process emissions) and short-lived climate pollutants; otherwise, it does not achieve carbon neutrality. Alternative 1 requires early retirement of vehicles, appliances, and industrial equipment to eliminate combustion, with aggressive deployment and adoption of non-combustion technologies. Alternative 2 takes an “all tools” approach and does not place any limits on feasible fuels and technologies. It does not phase out all combustion, including fossil, biomass-derived, or hydrogen combustion and allows for retirement of combustion vehicles, appliances, and industrial equipment at end of life. In contrast to Alternative 1, Alternative 2 allows for the use of carbon capture and sequestration (CCS) for hard-to-electrify sectors. Based on direction from Irvine City Council to prioritize local GHG reduction measures and the emissions sources under the purview and influence of City government, Alternative 1 provides an appropriate model for mapping out carbon neutrality metrics for Irvine. Notably, the scenario ultimately chosen as the basis of the *2022 Scoping Plan for Achieving Carbon Neutrality* was the alternative that most closely aligns with existing statute and executive orders. It was selected because it best achieves the balance of cost-effectiveness, health benefits, and technological feasibility. Alternatives 1 and 2 were found to have the highest direct costs and highest rate of slowing for jobs and economic growth and were not chosen for the State’s ultimate plan.

The 2030 carbon neutrality scenario will include increasing levels of electricity efficiency in industrial, commercial, and residential buildings; building electrification of uses that currently rely on natural gas; early retirements of space heaters; more stringent renewable energy targets; and higher zero-emission vehicle (ZEV) adoption rates, among others. To eliminate all transportation fossil fuel combustion in Irvine by 2030, the City may need to establish programs to buy back vehicles before end of life and help ensure low-income households have access to ZEVs and associated charging needs. There would be no petroleum supply to support any internal combustion vehicles by 2030 and after. Similar buy-back programs may need to be established for replacing gas appliances before their end of life because of no availability of gas.

The 2030 carbon neutrality scenario will highlight performance metrics the City will need to achieve to meet the Irvine ACHIEVES resolution goal of a zero-carbon local economy. Examples include the number of homes that would need to be retrofitted to eliminate all natural gas use in the city by 2030 and the number of fossil-fuel based vehicles that would need to be removed from the roads by 2030. The metrics will highlight the scale of change needed to achieve the City’s goals. As noted above, CARB rejected the alternatives that involved achievement of statewide carbon neutrality by 2035. The alternatives were not compatible with policy options available to the State and would require costly options that were deemed to be detrimental to economic growth. It is anticipated that a policy path that eliminates all GHG emissions in the city by 2030 will not be feasible given the City government’s authority and influence over various emissions sources and cost and technological limitations. The City would need to create additional opportunities through buy-back programs and similar efforts to facilitate rapid decarbonization of emissions sources. The analysis will outline more aggressive policy options, as feasible to outline the carbon neutrality scenario. The City Council and members of the public also expressed a desire for more aggressive VMT reductions in the city in pursuit of the City’s GHG goals. Achieving deep VMT reductions in a built-out city like Irvine would require rapid planning and execution of transit options and active transportation infrastructure in a manner that rebuilds a car-centric community, among other actions. The 2030 carbon neutral scenario will outline the level of reductions needed in the transportation sector while noting the barriers in a pragmatic manner.

The 2030 carbon neutrality scenario will not be used to develop the CAAP’s GHG reduction measures because it will rely on assumptions that may be speculative and are not legislatively adopted and thus, do not meet the

substantial evidence test of a CEQA qualified plan for the reduction of GHG emissions (CEQA Guidelines Section 15183.5).

Ascent has presented the findings of the BAU and legislative-adjusted BAU forecasts in the final version of a Technical Memorandum previously submitted to the City. The development of the 2030 carbon neutral scenario will be documented in a separate technical memorandum. This scope of work assumes three rounds of City review for the technical memorandum.

#### **Deliverables:**

- ✓ Draft and final Technical Memorandum summarizing results of the 2030 carbon neutrality scenario (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ City will provide one set of consolidated comments on each version of the administrative draft technical memorandum.
- ✓ Scope of work assumes two administrative drafts and one final version of the technical memorandum.

## **TASK 16: UPDATE AND PRIORITIZE GHG REDUCTION MEASURES AND ACTIONS**

Over the last several months, Ascent has identified and evaluated GHG emissions reduction measures for inclusion in the CAAP. The measures and accompanying actions were developed to achieve GHG reduction targets consistent with the State's legislative goals under SB 32, AB 1279, and the *2022 Scoping Plan for Achieving Carbon Neutrality*. The list of measures and actions and associated GHG reductions that were presented to the City Council in June 2023 incorporated feedback collected from City staff and members of the public through the Consider.it platform. The originally allocated budget for this task has been expended and additional analysis is necessary to support direction from the City Council and the accelerated process leading up to the City Council study session. Additional subtasks are also listed to outline steps to finalize measures and actions.

### **Subtask 16.1: Update Measures and Actions**

The current list of measures and implementation actions will be updated and refined based on feedback received at the City Council study session in June 2023 and the outreach to stakeholders and the community in August 2023 to solicit feedback on measures and actions. This updated scope of work accounts for two (2) rounds of updates to the measures and actions, and potential updates to GHG reduction quantification based on feedback received. The scope for this task includes revising the language of previously identified measure and action statements or drafting new action statements to address stakeholder or community input, per direction from the City project team. It also includes reorganizing the list of implementation actions into the following categories for each emissions sector: direct City action, new regulation, supporting action. The work products produced under this task do not include research into or the presentation of case studies addressing the implementation of GHG reduction measures and actions in other cities.

### **Subtask 16.2: Develop Prioritization Matrix**

Prior to developing the prioritization matrix, Ascent will prepare a draft framework for all criteria considered in the prioritization matrix for City review. The purpose of the matrix will be to determine up to 20 near-term GHG actions for inclusion in an Implementation Plan (not included in this scope of work). This scope of work assumes two rounds of City review for the draft prioritization framework, including input on relative weighting and scoring assigned to the prioritization criteria.

The full list of the GHG reduction measures will be qualitatively scored, considering relative agency implementation costs (e.g., low, medium, high), relative participant costs (e.g., low, medium, high), GHG reduction

potential, equity benefits, which agencies and departments are responsible for implementation, consistency with adopted plans (e.g., Strategic Energy Plan, RTP/SCS), and co-benefits, which may include improved adaptive capacity, improved energy security, improved public health, improved air quality, improved water quality, local green jobs, among others. This analysis will be submitted to the City in the form of a matrix.

The original scope of work envisioned disclosure of relative rather than absolute costs. Based on feedback received from City Council and staff, it is anticipated that a full cost analysis of near-term actions will be necessary. Relative cost will still form the basis of the prioritization exercise. The results of the prioritization exercise will determine the top 20 actions that will be assessed for implementation and participants costs. Completing analysis of participant costs and implementation costs for the up to 20 near-term actions is not included in this scope of work and will require a new purchase order.

#### Per-unit Cost Research

As part of this subtask, Ascent will perform focused research into costs on a per-unit basis of select actions for groups like homeowners, renters, commercial property owners, developers (e.g., cost of EV charger installation, total cost of electric appliances/building systems and incremental cost of these technologies relative to conventional natural gas technology). Per-unit costs will be researched and identified for up to 10 actions. The results of this research will be presented to the City in a summary table including links to reference materials.

#### **Deliverables:**

- ✓ Final list of quantified measures and implementation actions (electronic)
- ✓ One version of prioritization matrix (electronic)
- ✓ Summary of focused research into costs for up to 10 actions (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ Provide Ascent with input on prioritization framework including weighting of criteria
- ✓ Provide Ascent with input on changes to GHG reduction measures and/or implementation actions based on input the City received at June 2023 City Council meeting and public input received during public workshop and targeted stakeholder outreach conducted in August 2023.

## **TASK 17: FINALIZE ADAPTATION STRATEGIES**

Ascent previously completed an adaptation strategies framework that was submitted to the City. Under this task, the Ascent team will coordinate with the City to organize the strategies into the following categories to provide direction for implementation:

- ▶ Programmatic. Actions to expand or create new programs, activities, and initiatives.
- ▶ Plans, regulations, and policy development. Actions to develop or revise policies, plans, regulations, and guidelines.
- ▶ Capital improvement/infrastructure projects. Actions designed to address physical and functional deficiencies and needs in the built and natural environment.
- ▶ Education/outreach/coordination. Actions related to initiating or expanding partnerships and relationships, communicating, and sharing information, and expanding awareness.

Also under this task, the Ascent team will coordinate with City staff to identify up to thirty (30) adaptation strategies to be prioritized for implementation.

Prioritization of adaptation strategies supports making decisions about their implementation in the face of uncertainty. Prioritization also eases communication with stakeholders. The Ascent team, in coordination with City



staff, will recommend a prioritization of the adaptation strategies prepared in the previous step, considering several factors:

- a. **Vulnerability.** Which measures will be effective at addressing assets or systems with the highest vulnerability?
- b. **Administrative Operability.** Who will implement the measures and what is their organizational capacity?
- c. **Cost.** What is estimated cost to implement the measure on a per unit basis?
- d. **Funding.** What resources are available to pay for implementation?
- e. **Co-benefits.** What are the co-benefits of the measure?
- f. **Environmental Performance.** What are the potential environmental impacts or considerations of implementing the measure? Does the measure support nature-based approaches and natural systems?
- g. **Monitoring.** How will the measure be evaluated for success?

#### Deliverables:

- ✓ One revised draft of adaptation strategies
- ✓ Final adaptation strategies

#### City Team Responsibilities and Assumptions:

- ✓ Participate in working meetings to provide input on categorization of adaptation strategies for implementation and identification of strategies for prioritization
- ✓ One consolidated, nonconflicting set of comments on revised draft of adaptation strategies in strikethrough/underline (electronic)

## TASK 18: ENVIRONMENTAL IMPACT REPORT AND CAAP CONSISTENCY CHECKLIST

The City is preparing a CAAP that will include a wide variety of measures and implementing actions for reducing GHG emissions and adapting to the impacts of climate change. The measures and actions will apply to both City operations and communitywide activities. As described in Task 6, Ascent has developed GHG emission reduction measures and associated implementing actions that show achievement of 2030 and 2045 reduction targets (aligned with State goals). And as described in Task 7, the Ascent team has also developed adaptation measures that prepare the community and City government operations from the anticipated impacts of climate change.

The implementation of GHG reduction and climate adaptation measures ultimately selected for inclusion in the CAAP could result in varying levels of direct and indirect physical environmental impacts. As such, the CAAP will require environmental review pursuant to CEQA, the State CEQA Guidelines, and the Irvine CEQA Manual. A comprehensive update to the Irvine CEQA Manual was adopted by the City in April 2020.

In addition, Ascent understands that the City intends to prepare the CAAP consistent with CEQA Guidelines Section 15183.5 (Tiering and Streamlining the Analysis of Greenhouse Gas Emissions), which outlines the requirements for qualified plans for the reduction of GHG emissions. By preparing a “qualified CAP,” the City intends to unlock CEQA tiering benefits that will streamline environmental review of future development projects that are consistent with the CAAP. Consistent with Section 15183.5 requirements, environmental review of the CAAP is required. This scope of work and cost estimate reflects the work effort required to prepare an Environmental Impact Report (EIR), the process for which is set forth in Volume 1, Section 8, of the Irvine CEQA Manual.

This scope of work also includes preparation of a CAAP Consistency Checklist to assist project applicants in determining whether a project is consistent with the CAAP. The purpose of the checklist will be to establish a streamlined review process for proposed new development projects subject to discretionary review and that trigger environmental review pursuant to CEQA. This approach would allow projects that demonstrate consistency with the CAAP to be eligible for this streamlining procedure. Projects that demonstrate consistency with the CAAP and General Plan and zoning may be able to conclude no additional significant GHG emissions impacts in their CEQA review.

We have prepared the enclosed scope of work to address the preparation of a Program EIR for the City's CAAP consistent with State CEQA Guidelines Section 15183.5 and 15168 (regarding Program EIRs). A Program EIR would present the opportunity to provide a broader platform of environmental coverage for a menu of GHG reduction strategies that would offer the City greater flexibility in how it meets its ambitious reduction targets.

By analyzing the City's future communitywide GHG emissions under the CAAP in a Program EIR, the City will create the opportunity for later development project-specific environmental documents to tier from and/or incorporate by reference the GHG emissions analysis of the Program EIR for the CAAP. Moreover, designing the Program EIR with a detailed description of the GHG reduction measures and climate adaptation measures that would be implemented under the CAAP, and analyzing the environmental effects of the "program" of GHG reduction measures and climate adaptation measures specifically and comprehensively, CAAP measures themselves could be found to be within the scope of the Program EIR and no further environmental documents would be required for their implementation. For example, a transportation demand management ordinance may not require a standalone CEQA analysis if the CAAP contemplates its adoption and the Program EIR evaluates its environmental impacts at a programmatic level. The Ascent team will coordinate with City staff to discuss how the overall design of a Program EIR could meet the City's needs for future CEQA tiering, streamlining, and defensibility.

The following describes the proposed work to be conducted by the Ascent team to prepare a Program EIR for the City's CAAP.

## **TASK 18.1: CEQA NOTICE OF PREPARATION AND SCOPING MEETING**

### **Subtask Task 18.1: NOP and Scoping Meeting**

Ascent will prepare the Notice of Preparation (NOP) indicating that an environmental impact report (EIR) will be prepared for the CAAP. The NOP will include the required information set forth in CEQA Guidelines Section 15082 (a)(1). Ascent will prepare an administrative draft NOP for City review and a final version addressing City review comments. Publication of the NOP will initiate a minimum 30-day public comment period on the scope of the EIR.

Ascent will prepare an agency distribution list for the NOP. This scope assumes the City will be responsible for electronic and hard copy distribution and/or mailing, as well as for any media notices. Ascent will also prepare the Notice of Completion (NOC) form. Ascent will upload the NOP and NOC to the State Clearinghouse (SCH) CEQAnet database on behalf of the City. This scope assumes the City will file the NOP with the County Clerk and be responsible for payment of filing fees.

Ascent will also prepare notification letters for distribution to Native American tribes that have previously requested notice pursuant to Assembly Bill (AB) 52. The City will be responsible for providing Ascent with a list of Tribes and contact information for each, and for distribution of the letters to the Tribes.

A public scoping meeting will be held during the NOP comment period. Ascent will support the public scoping meeting as follows. Ascent will prepare a PowerPoint presentation for delivery during the Scoping Meeting. Ascent will provide an administrative draft for City review and prepare a final version addressing City review

comments. Ascent will also prepare a sign-in sheet and comment cards, and a written summary of comments on the scope of the EIR. Two members of the Ascent team will attend the Scoping Meeting and will assist the City in delivering the presentation. This scope assumes the City will be responsible for securing venue for the Scoping Meeting and that it will be held in person at the Irvine Civic Center.

#### **Deliverables:**

- ✓ Administrative draft and final version of the NOP and NOC
- ✓ Agency distribution list for the NOP
- ✓ Upload of the NOP to the State Clearinghouse (SCH) CEQAnet database
- ✓ Administrative drafts and final versions of AB 52 notification letters
- ✓ Administrative draft and final version of the Scoping Meeting PowerPoint
- ✓ Scoping Meeting sign-in sheet and comment card
- ✓ Written summary of comments received on the scope of the EIR during the Scoping Meeting

#### **City Team Responsibilities and Assumptions:**

- ✓ Perform distribution and mailing of the NOP and any media notices
- ✓ Payment of any filing fees
- ✓ Printing and reproduction of any notices and Scoping Meeting materials
- ✓ One consolidated, nonconflicting set of comments on the draft NOP, NOC, AB 52 letters, and Scoping Meeting PowerPoint presentation in strikethrough/underline (electronic)

### **Subtask 18.2. Administrative Draft EIR**

The Ascent team will prepare an Administrative Draft EIR for submittal to the City. The EIR will include all contents necessitated by City requirements, the CEQA statute, the State CEQA Guidelines, and applicable court decisions. We will prepare the Administrative Draft EIR in accordance with the State CEQA Guidelines, as adopted by the City in the Irvine CEQA Manual. The Ascent team will assess impact significance using the City's environmental thresholds.

#### *Environmental Analysis*

For each environmental issue area, the EIR will characterize the existing physical conditions and regulatory setting relevant to analysis under the thresholds of significance, then analyze future physical conditions under implementation of the CAAP. The environmental analysis of the CAAP will evaluate the implementation of the CAAP's GHG reduction and climate adaptation measures and implementing actions.

Program-level analysis requires a reasonable assessment of future changes to the physical environment due to implementation of the CAAP's measures and actions. The analysis will be as detailed and comprehensive as it feasibly can be based on the level of detail known about implementation of the CAAP's measures and actions. A more detailed and comprehensive analysis can facilitate tiering and streamlining benefits for future projects and later activities consistent with the CAAP and within the scope of its environmental analysis. This scope of work assumes that the Program EIR will not include separate analysis of each individual measure and action included in the CAAP. Instead, the CAAP will be evaluated as a program of measures and actions. Nevertheless, we anticipate working closely with City staff to ensure that the Program EIR provides a sufficient level of detail to cover implementation of the CAAP. The scope of work also assumes that implementation of the CAAP will not, in and of itself, result in or induce unplanned new growth in the city.

Based on our past experience preparing EIRs and other CEQA compliance documents for CAPs, we anticipate that, at a minimum, the program of measures and actions included in the CAAP will have the following main

characteristics that will be analyzed in the Program EIR. These may be modified or expanded on following completion of the NOP scoping period based on public and agency NOP comments, based on the nature of City-specific CAAP measures and actions that have not yet been developed, and/or based on input from City staff.

- ▶ Beneficial long-term impacts related to GHG emissions, the rate of VMT, attainment of GHG reduction targets, consistency with state and local plans for energy efficiency and renewable energy, reduced energy consumption, lower wildfire risk, and improved air and water quality;
- ▶ Adverse physical environmental effects from CAAP measures and action implementation that may involve ground-disturbing equipment use or facility or infrastructure construction, including potential impacts related to biological resources, cultural and tribal cultural resources, agriculture and forestry resources, aesthetics, hydrology/stormwater/water quality, hazards and hazardous materials, and wildfires; and
- ▶ Short-term, construction-period effects that may be localized or occur near sensitive receptors including potential temporary impacts to air quality, energy, GHG emissions, VMT, and noise.

We anticipate that the impact analysis included in this scope of work will be primarily qualitative and presented at a level of detail consistent with a program level of analysis. Quantitative technical analysis and data created during preparation of the CAAP, including future GHG projections and GHG reduction measure calculations, will be used to provide substantial evidence to support the environmental impact analysis and conclusions where appropriate and necessary (e.g., analysis of GHG emissions impacts, VMT impacts, energy impacts).

The environmental impact analysis will also briefly address the beneficial effects of the proposed CAAP's measures and actions that are designed to have the effect of avoiding or reducing environmental impacts (e.g., GHG emissions, VMT, energy consumption, air pollutant emissions, wildfire risk). Where existing plans, policies, and programs (PPPs), including the City's Standard Conditions of Approval, are relevant to the environmental impacts of the measures, the analysis will evaluate how compliance with PPPs effects the degree of the environmental impact prior to determining impact significance. Ascent will refer in part to Volume 3, Appendices C and E, of the Irvine CEQA Manual for relevant PPPs and Standard Conditions of Approval. Volume 3, Appendix F, regarding regulatory setting will also inform the impact analysis.

For each threshold of significance, the EIR will present a significance conclusion identifying whether the impact would be less than significant or potentially significant before mitigation. For potentially significant impacts, we will identify potentially feasible mitigation measures that would avoid the significant impact or reduce it to less than significant. Ascent will craft program-level mitigation measures to facilitate project-level implementation by later activities, in addition to meeting CEQA requirements for adequate mitigation measures, including enforceability, timing, adopting specific performance standards to be achieved, and identifying the types of potential actions that can feasibly achieve adopted performance standards. Ascent will utilize the mitigation measure guidance and example mitigation measures provided in Volume 3, Appendix D, to the Irvine CEQA Manual where relevant when formulating mitigation measures in the EIR.

#### *Other CEQA Sections*

CEQA has specific requirements for the contents of an EIR. Other sections required by CEQA, and that will be incorporated into the Program EIR, include the following:

Alternatives. Up to four alternatives, including three action alternatives and the CEQA-required No-Project Alternative, will be evaluated in the EIR. The up to three action alternatives will be determined through consultation with the City and will be based on reducing the potentially significant environmental impacts of the CAAP while meeting most of the CAAP's basic project objectives. The alternatives will be analyzed at a level of detail less than that of the project (in this case, the CAAP) and will include sufficient detail to allow a comparison of the impacts, consistent with CEQA requirements. We assume that development of the up to three action

alternatives will be informed, at least in part, by public comments submitted on the NOP, public comments on the scope of the CAAP that were not incorporated into the CAAP, and coordination with City staff. Our in-depth CEQA expertise will be beneficial here in addressing stakeholder/community input for additional reduction ideas that can inform EIR alternatives development. Based on the results of the alternatives analysis, the Program EIR will identify the environmentally superior alternative.

Significant Environmental Effects Which Cannot Be Avoided. This section will summarize significant and unavoidable environmental effects of the CAAP and alternatives as evaluated in the EIR.

Significant Irreversible Environmental Changes. This section will summarize significant irreversible environmental changes that would be involved in the project should it be implemented, consistent with State CEQA Guidelines Section 15126(c).

Growth-Inducing Impacts of the Project. This section will qualitatively evaluate the project's potential to induce growth and any subsequent environmental impacts that would occur (pursuant to State CEQA Guidelines Section 15126[d]).

Cumulative Impacts. The Ascent team will evaluate the impacts of cumulative development on all environmental topics evaluated in the EIR. We will work closely with City staff to establish the appropriate cumulative analysis area for each environmental resource topic and to determine whether to base the cumulative impact analysis on either a list of past, present, and probable future projects producing related or cumulative impacts, or a summary of projections contained in an adopted plan that evaluated conditions contributing to cumulative impacts. The Ascent team will coordinate with City staff to determine the approach to the cumulative impact analysis.

Sections also required by CEQA not mentioned above include a table of contents, an introduction, an executive summary, and a list of individuals and agencies consulted. The EIR will include maps and other graphics to clearly present the environmental analysis to the decisionmakers, responsible agencies, and the public.

Regarding the executive summary, this section will include a summary table of all impacts and mitigation measures identified in the EIR, along with an impact comparison table of the alternatives.

We will compile an electronic copy of all cited literature, studies, personal communications, and reference materials used in the preparation of the EIR. These electronic files will be available during the Draft EIR public review period, if requested by the public, and for inclusion in the EIR's administrative record.

#### **Deliverables:**

- ✓ Administrative Draft EIR and associated technical documentation (electronic)
- ✓ An electronic copy of all cited literature, studies, personal communications, and reference materials used in the preparation of the EIR (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ One consolidated, nonconflicting set of comments on each draft deliverable in strikethrough/underline (electronic)

### **Subtask 18.3. Draft EIR**

We will prepare a Screencheck Draft EIR for City staff's review, based on one consolidated set of City staff comments on the Administrative Draft EIR. The Ascent team will prepare a Draft EIR for publication based on City staff's comments on the Screencheck Draft EIR. This scope of work assumes that Ascent will perform the submittal of CEQA documents to the State Clearinghouse via their CEQA Submit database. This includes preparing and uploading the Notice of Completion (NOC), Notice of Availability (NOA), and OPR Summary Form, and uploading the Draft EIR and any appendices or attachments.

City staff will be responsible for other noticing and posting activities, such as providing the NOA to the county clerk and project stakeholders, performing online posting of the Draft EIR on the City's website, publishing newspaper ads, and payment of any filing or publication fees.

**Deliverables:**

- ✓ Screencheck Draft EIR and any associated technical documentation for City staff review (electronic)
- ✓ Draft EIR and associated technical documentation for publication (Word and PDF files for submittal to the City)
- ✓ Upload required documents and forms to CEQA Submit Database

**City Team Responsibilities and Assumptions:**

- ✓ One consolidated, nonconflicting set of comments on each draft deliverable in strikethrough/underline (electronic)
- ✓ Filing the NOA with the county clerk, public distribution of NOA and Draft EIR, performing online posting of the Draft EIR on the City's website, publishing newspaper ads, and payment of any filing or publication fees.

**Subtask 18.4. Administrative Final EIR**

The level of effort required to prepare a Final EIR is directly related to the number and complexity of agency and public comments received on the Draft EIR. The Ascent team will review and respond to comments received during the Draft EIR comment period addressing the environmental analysis of the Draft EIR and provide the administrative draft responses to comments to the City for review. Following receipt of City staff comments on the responses to comments, Ascent will incorporate the revised responses into the Administrative Final EIR. The Administrative Final EIR will be submitted to City staff for review. This scope does not include preparation of written responses to comments addressing the contents of the Draft CAAP or other topics unrelated to the environmental analysis of the Draft EIR.

Our scope of work assumes up to 80 hours of staff time allocated to preparation of responses to comments on in the Administrative Final EIR. Our scope of work also assumes that preparing responses to comments will involve referencing commenters to existing analysis in the Draft EIR, or clarification and explanation on the existing analysis and conclusions. We will respond to individual comments and prepare master responses for groups of comments raising similar issues. Analysis of new issues, alternatives, or data is assumed to not be needed in response to comments.

The Ascent team will prepare the MMRP for use by the City. The MMRP will describe the implementation and monitoring approach for mitigation measures included in the Program EIR to address significant impacts. We will prepare an administrative draft of the MMRP and will submit (electronically) to the City for review and comment. Once comments are received, the Ascent team will incorporate comments and produce an electronic copy of the final MMRP.

**Deliverables:**

- ✓ Administrative Final EIR (electronic)
- ✓ Mitigation Monitoring and Reporting Program (electronic)

**City Team Responsibilities and Assumptions:**

- ✓ One consolidated, nonconflicting set of comments on each draft deliverable in strikethrough/underline (electronic)

### **Subtask 18.5. Final EIR**

The Ascent team will prepare a public release Final EIR based on one set of consolidated City staff comments on the Administrative Final EIR. We will provide the public release Final EIR to the City for publication and distribution prior to the public hearing on the final CAAP and Final EIR. Our scope of work assumes that City staff will be responsible for the preparation of written findings (if necessary), a Statement of Overriding Considerations (if necessary), and any resolutions.

#### **Deliverables:**

- ✓ Final EIR along with associated technical documentation (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ Preparation of written findings (if necessary), a Statement of Overriding Considerations (if necessary), and any resolutions

### **Subtask 18.6. Notice of Determination**

Ascent will prepare a Notice of Determination (NOD) and provide it to City staff within 3 days of Final EIR certification. City staff will be responsible for submitting the NOD to the County Clerk and paying all applicable filing fees at the time of posting. Ascent will upload the NOD to the CEQA Submit database.

#### **Deliverables:**

- ✓ Notice of Determination (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ Submitting the NOD to the County Clerk and paying all applicable filing fees at the time of posting

### **Subtask 18.7. CAAP Consistency Checklist**

Ascent will prepare a CAAP Consistency Checklist to assist project applicants in determining whether a project is consistent with the CAAP. The purpose of the checklist will be to establish a streamlined review process for proposed new development projects that are subject to discretionary review and trigger environmental review pursuant to CEQA. The CAAP will be prepared to qualify under CEQA Guidelines Section 15183.5 as a plan for the reduction of GHG emissions for use in cumulative impact analysis pertaining to development projects. This approach allows projects that demonstrate consistency with the CAAP and its GHG mitigation measures to be eligible for this streamlining procedure. Projects that demonstrate consistency with the CAAP GHG mitigation measures and General Plan and zoning may be able to conclude no additional significant environmental effects in their CEQA review. Projects that do not demonstrate consistency may, at the City's discretion, prepare a more comprehensive project-specific analysis of GHG emissions consistent with CEQA requirements. Ascent will work with the City to identify the appropriate metrics to allow projects to demonstrate consistency with the CAAP. The goal of this task is to allow projects that are consistent with the CAAP GHG reduction measures to proceed without requiring a separate project-level analysis. The checklist will include instructions on its application to individual projects.

#### **Deliverable:**

- ✓ Draft and final CAAP Consistency Checklist (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ One consolidated, nonconflicting set of comments on each draft deliverable in strikethrough/underline (electronic)

## TASK 19: CAAP DOCUMENT OUTLINE / CLIMATE ACTION AND ADAPTATION PLAN

### Subtask Task 19.1: CAAP Document Outline

Prior to initiating preparation of the draft documents, we will prepare a template for City review, identifying the organizational framework and locations where key topics will be addressed. The deliverable will also address design elements such as styles, color scheme, and use of City logo. The organization and format of the administrative draft of the CAAP is anticipated to include the following chapters and will provide details such as specific sources and subheadings:

- ▶ Executive Summary
- ▶ Chapter 1. Introduction to CAAP, including an overview of climate change issues and the purpose/goals of the CAAP and a **summary of the CAAP process**. This section will include a discussion of the requirements of the CAAP development and community engagement processes.
- ▶ Chapter 2. **Background information section**, describing the science underlying climate change and the impacts anticipated for the City. This section will also describe existing federal and State regulations related to GHG emissions and climate change, regional coordination including transportation planning, and other regional planning efforts related to the CAAP.
- ▶ Chapter 3. **GHG inventory, forecasts, and targets** section, reporting the updated GHG emissions inventory and projected emissions by category. This chapter will include the BAU forecast and legislatively adjusted forecast, accounting for federal and State measures that result in lower GHG emissions in the city. The inventory, forecasts, and targets will be graphically depicted to allow visualization of the local context.
- ▶ Chapter 4. **GHG reduction measures**, which will be presented by emissions category and will include the level of GHG reduction anticipated, co-benefits, equity impacts, and other metrics identified in the prioritization matrix for each action.
- ▶ Chapter 5. **Path to Zero Carbon**, which will outline the City's aspirational goal for a zero-carbon local economy and metrics and policy direction to make progress towards it.
- ▶ Chapter 6. **Adaptation chapter**, which identifies the climate change vulnerabilities in the city, as well as an approach to address the city's adaptive capacity.
- ▶ Chapter 7. **Implementation and monitoring**, using an **adaptive management approach**, which identifies and prioritizes how actions will be implemented, including the level of implementation (mandatory or voluntary), responsible staff or agency for implementation, near-term and long-term steps, key performance indicators, and monitoring metrics. This chapter will identify funding opportunities afforded through grants, local utility providers, and State agencies to implement the GHG reduction and adaptation measures.
- ▶ Chapter 8. Works cited, which will cite all work, protocols, agencies, or persons contacted in the development of the CAAP.
- ▶ Appendices. A detailed methodology and assumptions sector to document and provide transparency in how the inventory, forecasts, GHG emissions reductions, and other technical details were calculated were calculated.

The outline shown here is one example of how information could be presented. The Ascent team will work with the City to understand expectations to tailor this outline and confirm tone and format, GHG measure framework, balance between information presented in chapters and appendices, and overall design of the document. The CAAP would need to include all relevant information consistent with Section 15183.5 of the State CEQA Guidelines, and the Ascent team will make recommendations on critical content to be included in the body of the CAAP to achieve that while making the document concise, accessible, and engaging.



This scope of work assumes that City staff as well as the PIO will review the outline for format as well as style and design content of the document and provide feedback early in the CAAP development process. Any edits to the style, format, and design of the document after the outline has been approved by the City will require an amendment to the scope of work and associated cost.

#### **Deliverables:**

- ✓ Administrative draft, Screencheck draft, and final version of the outline

#### **City Team Responsibilities and Assumptions:**

- ✓ One consolidated, nonconflicting set of comments on the Administrative and Screencheck drafts of the outline in strikethrough/underline (electronic)
- ✓ City review of the draft CAAP outline will include PIO review. Changes to the outline after this review will necessitate a scope and budget amendment.

### **Subtask 19.2: Administrative and Screencheck Draft CAAP**

The Ascent team will prepare an administrative draft of the CAAP for review by City staff. This effort will include assembly and integration of the work and products of prior tasks into the CAAP document.

Upon confirmation of the outline for the CAAP under Subtask 6.1, we will prepare administrative and Screencheck draft documents and submit them to the City for review and comment. The administrative draft version will not include the final graphic design; the goal will be to first obtain City feedback and approval on content. The screencheck draft document will include full graphic design.

#### **Deliverables**

- ✓ Administrative Draft CAAP in Microsoft Word (electronic)
- ✓ Screencheck Draft CAAP in Microsoft Word (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ One consolidated, nonconflicting set of comments on each draft of the CAAP in strikethrough/underline (electronic)

### **Subtask 19.3: Public Draft CAAP**

Following receipt of City comments on the Screencheck Draft CAAP, the Ascent team will prepare a public draft version and deliver it to the City for publication.

#### **Deliverables**

- ✓ Public Draft CAAP in Microsoft Word and PDF (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ Publication, distribution, and any hard-copy reproduction

### **Subtask 19.4: Final CAAP**

Following public review, the Ascent team will work with City staff to review comments received and identify any potential changes needed to the Public Draft CAAP. We assume City staff will be responsible for tracking and organizing public comments received and written responses to public comments. The Ascent team will provide technical support on preparation of responses to comments on the CAAP, if desired. The City will provide direction to the Ascent team for appropriate revisions to plan in response to public comments. We will provide an Administrative Final CAAP to the City for review and comment. This task assumes minimal revisions to the document and no changes to the technical data and modeling. If comments necessitate substantive changes to the technical analysis, the Ascent team will work with the City to determine added cost.

Based on the comments on the administrative final CAAP and upon final direction of City staff, the Ascent team will prepare the final CAAP for a Planning Commission hearing, a City Council hearing and adoption, and for distribution to the public and posting on the City's website. The final CAAP document will be provided in Microsoft Word so the County can easily update the documents, as well as in PDF format for easy publishing.

#### **Deliverables**

- ✓ Administrative Final CAAP (electronic)
- ✓ Final CAAP (electronic)
- ✓ Technical support for preparing responses to comments on the Public Draft CAAP

#### **City Team Responsibilities and Assumptions:**

- ✓ Tracking and organizing public comments received and written responses to public comments on the Public Draft CAAP
- ✓ Responding to public comments on the Public Draft CAAP that raise non-technical concerns

### **Subtask 19.5: Konveio Integration (Optional)**

After adoption of the CAAP, it can be published into an interactive web format hosted on Konveio if desired by the City. By publishing the CAAP on Konveio, educational features can be added such as an automated glossary, popups for map integrations, video explanations or text commentary, as well as other interactive features. Konveio's summary feature directly integrates the executive summary with the detailed plan, making it easy for visitors of the website to navigate between high-level introductions and detailed information depending on their interests. An FAQ document can be embedded into the final CAAP, providing answers right where questions arise. Konveio's indicator dashboards can be directly referenced or integrated into the CAAP, making monitoring and tracking progress a seamless experience. The living version of the CAAP will stay online after the project is completed as an easy-to-navigate, web-based plan that highlights progress towards plan implementation.

#### **Deliverables**

- ✓ Final CAAP integrated into Konveio (electronic)

#### **City Team Responsibilities and Assumptions:**

- ✓ Payment of subscription fees

## **TASK 20: COST ANALYSIS, IMPLEMENTATION PLAN, MONITORING AND REPORTING**

### **Subtask 20.1 Participant Perspective Cost-Benefit Analysis for Near-Term Actions (optional)**

If desired by the City, we will use a variety of tools to evaluate the costs and benefits of up to 20 near-term (i.e., 3 to 5 years from CAAP adoption) actions as they relate to participants (i.e., the financial benefits and costs to residents, businesses, and the City to comply with actions). This will take the form of a participant perspective cost-benefit analysis (CBA).

The participant perspective CBA will evaluate the anticipated costs of each action, which may include installation, maintenance, and equipment replacement; the opportunities to reduce costs through rebates, tax credits, and other funding mechanisms; and the benefits realized from each action, which may include energy cost savings, fuel consumption savings, and water savings. We will provide results in terms of dollars per metric tons of CO<sub>2e</sub> (\$/MTCO<sub>2e</sub>) reduced, which represents the total cost or benefit associated with reducing 1 MTCO<sub>2e</sub>. This approach will allow for the standardization of all actions to compare relative costs of implementation. The

participant perspective CBA will also include the cost of inaction, which will be based on the social cost of carbon, consistent with CARB's *2022 Scoping Plan for Achieving Carbon Neutrality*.

### **Subtask 20.2: Implementation Cost Analysis of Near-Term Actions (optional)**

The Ascent team will prepare an analysis of estimated implementation costs of near-term actions. The analysis will inform City staff and decision-makers regarding estimated City costs associated with staffing, other program operational costs, and general order-of-magnitude capital costs where applicable, for the near-term actions. This scope of work assumes completion of the cost analysis for up to 20 actions based on the results of the prioritization matrix.

- ▶ The analysis will build on the outcomes of technical analyses and implementation assumptions established under Subtask 3.1 and near-term priorities identified through the prioritization matrix developed under Subtask 6.2.
- ▶ The cost analysis will be prepared based on available data, as well as cost estimation parameters and other assumptions that will be discussed and verified with City staff.
  - Data collection: The Ascent team will review all near-term actions and associated data used to quantify or characterize implementation outcomes, and identify any additional data needed to support calculation of estimated costs. The Ascent team will submit a data request to the City.
  - Confirm cost estimation parameters: The Ascent team will develop a list of cost estimation parameters (e.g., staffing costs per full-time equivalent [FTE] staff position, unit infrastructure costs, or other parameters based on existing research or cost studies) that should be used to guide cost estimation and submit it to the City for review and confirmation prior to calculating cost estimates.
- ▶ The cost analysis will also include an assessment of the cost effectiveness for GHG reduction measures, expressed as dollars per metric ton of CO<sub>2</sub>e equivalent (\$/MTCO<sub>2</sub>e) reduced. Additional cost effectiveness metrics may be considered (subject to discussion with City staff) that address direct benefits or co-benefits of near-term actions based on available data, such as potential jobs or revenue generated.

### **Subtask 20.3: Funding and Financing Strategy for Near-Term Actions (optional)**

If desired by the City, the Ascent team will develop a funding and financing strategy for implementation of up to 20 near-term actions. The strategy will include potential external funding sources and financing mechanisms that could be available in addition to local funding to support full implementation of near-term actions. The analysis will include the following:

- ▶ Identify options for structuring local City funding to prioritize and sustain ongoing internal staff capacity to deliver on the CAAP's overall commitments (particularly staffing to support ongoing implementation, monitoring, reporting, updates, etc.), as well as program-level costs to deliver the implementation of specific near-term programs or projects.
- ▶ Identify potential external funding sources, such as grants, loans, or other types of funding programs from regional, state, or federal agencies, or philanthropic sources. Appropriate external sources will be matched to the near-term actions identified and based on the latest information available, with the understanding that external funding sources are dynamic and would likely need to be reviewed and updated regularly as part of monitoring and implementation and future CAAP updates.
- ▶ To the extent that some potential funding or financing options could benefit both near- and longer-term implementation (e.g., establishing a [Climate Resilience District pursuant to SB 852](#)), the analysis will identify potential near-term costs and benefits for such options, while understanding that the full scope of likely costs and benefits from setting up such a mechanism will not be known prior to CAAP adoption and would require a more detailed and separate feasibility study.

## Subtask 20.4: CAAP Implementation Plan

The CAAP Implementation Plan will build upon the CAAP and detail the specific steps required to implement each CAP strategy; it will also serve as a guidance and reference document for City staff. The Ascent team will develop an implementation plan with the full list of the GHG reduction measures to include the results of the prioritization matrix. This information will include but is not limited to the following:

- ▶ The cost results from Subtasks 3.3 and/or 3.4 (for near-term measures)
- ▶ Estimated timeline for full implementation of the measure
- ▶ Identified City department(s) responsible for implementation, as well as potential partners to increase capacity for ongoing implementation
- ▶ Implementation mechanism(s) (e.g., ordinance, new program) including parts of existing City practices (e.g., development standard, emergency operations plan), to most effectively and efficiently implement the measure
- ▶ Specific implementation metrics (e.g., number of EV chargers installed) for each measure to allow for monitoring and progress reporting

Ascent will submit an outline of the implementation plan for City approval. Following review of the outline, we will prepare a draft and a revised draft implementation plan. Following receipt of City feedback of both versions of the draft plans, we will prepare a final version of the implementation plan.

### Deliverables:

- ✓ Data request of cost estimation parameters (electronic)
- ✓ List of cost estimation parameters and assumptions (electronic)
- ✓ Draft and Final Technical Memorandum on Near-Term Participant Benefit-Cost Analysis
- ✓ Draft and Final Technical Memorandum on Near-Term Implementation Cost Estimates
- ✓ Note that if Optional Subtask 6.4 is selected, the Technical Memorandum on Near-Term Implementation Cost Estimates would incorporate the results of the funding and financing strategy analysis.
- ✓ Implementation Plan outline (electronic)
- ✓ Two administrative Drafts and one final CAAP Implementation Plan (electronic)

### City Team Responsibilities and Assumptions:

- ✓ Responses to data requests
- ✓ One consolidated, nonconflicting set of comments on each Draft Technical Memorandum in strikethrough/underline (electronic)
- ✓ One consolidated, nonconflicting set of comments on draft outline and each draft of implementation plan in strikethrough/underline (electronic)
- ✓ One draft outline and two drafts of the implementation plan will be submitted for City review before preparation of a final implementation plan

## Subtask 20.5: Progress Monitoring and Reporting

From the beginning of the CAAP development, Ascent will focus on a data-driven process with a product that facilitates implementation tracking. Ascent will work with City staff to develop an Implementation and Monitoring Tool that can be used by City staff to generate charts and graphs for use in presentations, reports, and other documents. We are also able to build additional options into the Implementation and Monitoring Tool depending on the needs of City staff. We will work closely with City staff to clearly understand their needs for the tool and how it can best support their work, recognizing that the tool must provide useful and relevant information without substantially adding to staff workloads.

The Ascent team proposes to use Microsoft PowerBI for developing the tool because it can be integrated with the City's GHG inventory and forecast tools, providing seamless interoperability. The tool can also be integrated with Microsoft Excel through macros to allow for easy updating that automatically refreshes the progress made on CAAP implementation. Use of Microsoft products also allows free application and availability and avoids the use of proprietary tools that have associated licensing fees and are more difficult to maintain and keep current. The Ascent team will develop the functionality of the tool to deliver reports that allow the City to evaluate progress toward achieving its reduction targets and performance of its GHG reduction measures.

After preparing a draft of the Implementation and Monitoring Tool, we will conduct a training for City staff on how to use the tool. The training can be conducted as an online webinar that is recorded so it can be used as a training tool for new City staff. The training will allow City staff to test the Implementation and Monitoring Tool and provide feedback on potential improvements. We anticipate providing a dedicated period for staff to try out the tool and one or two virtual office hour opportunities for the Ascent team to answer ongoing questions. Based on feedback from City staff, we will revise the tracking tool and deliver a final version. We will prepare a manual for the Implementation and Monitoring Tool detailing its functions, the methods it uses, any assumptions the tool includes, and sources for all data.

**Deliverables:**

- ✓ Draft and final Implementation and Monitoring tool, including a tool manual (electronic)
- ✓ Training for City staff (live and recorded)

**City Team Responsibilities and Assumptions:**

- ✓ One consolidated, nonconflicting set of comments on each draft deliverable in strikethrough/underline (electronic)
- ✓ Participate in the training

**Allocation of Contracted Tasks to Purchase Order Budget**

**CITY OF IRVINE CLIMATE ACTION AND ADAPTATION PLAN**



| Boparai             | Martin          | Way                       | Kornfeld       | Greenfield                     | Miller                 | Krekelberg        | Various               | Johari      | Gelbman  | Reynoso  | Last Name | Alling   | Ngo      | Lane       | Last Name | Last Name |
|---------------------|-----------------|---------------------------|----------------|--------------------------------|------------------------|-------------------|-----------------------|-------------|----------|----------|-----------|----------|----------|------------|-----------|-----------|
| Principal-in-Charge | Project Manager | Assistant Project Manager | Technical Lead | CEQA Assistant Project Manager | Transportation Planner | Energy Specialist | Environmental Planner | GHG Analyst | Outreach | Outreach | Title     | Graphics | GIS      | Production | Title     | Title     |
| \$240               | \$195           | \$120                     | \$140          | \$130                          | \$140                  | \$140             | \$115                 | \$120       | \$175    | \$125    |           | \$95     | \$130    | \$125      |           |           |
| 2                   | 4               | 4                         |                |                                |                        |                   |                       |             | 2        |          |           |          |          |            |           |           |
|                     | 1               | 4                         |                |                                |                        |                   |                       |             |          |          |           |          |          |            |           |           |
| 2                   | 8               | 24                        |                |                                |                        |                   |                       |             |          |          |           |          |          |            |           |           |
| <b>4</b>            | <b>13</b>       | <b>32</b>                 | <b>0</b>       | <b>0</b>                       | <b>0</b>               | <b>0</b>          | <b>0</b>              | <b>0</b>    | <b>2</b> | <b>0</b> | <b>0</b>  | <b>0</b> | <b>0</b> | <b>0</b>   | <b>0</b>  | <b>0</b>  |

| Task 1: Project Initiation                             | Price           |
|--|-----------------|
| 1.1 Kickoff Meeting                                    | \$ 2,090        |
| 1.2 Document Review and Additional Information Request | \$ 675          |
| 1.3 Ongoing Project Management                         | \$ 4,920        |
| <b>Subtotal</b>  | <b>\$ 7,685</b> |

| Task 2: Assessment of Existing Policies, Programs, & Best Practices | Price            |
|---|------------------|
| 2.1 Best Practices from Similar Cities                              | \$ 4,035         |
| 2.2 Applicability of Climate Action Planning Frameworks             | \$ 2,760         |
| 2.3 Review Existing City Resources                                  | \$ 3,395         |
| 2.4 Review of Inventory Protocols and Tools                         | \$ 1,720         |
| <b>Subtotal</b>   | <b>\$ 11,910</b> |

|          |          |           |           |          |          |          |          |           |          |          |          |          |          |          |          |          |
|----------|----------|-----------|-----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|
|          | 1        | 12        |           |          |          |          |          | 20        |          |          |          |          |          |          |          |          |
|          |          | 4         | 6         |          |          |          |          | 12        |          |          |          |          |          |          |          |          |
| 1        | 1        | 8         | 4         |          |          |          |          | 12        |          |          |          |          |          |          |          |          |
|          |          | 4         | 2         |          |          |          |          | 8         |          |          |          |          |          |          |          |          |
| <b>1</b> | <b>2</b> | <b>28</b> | <b>12</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>52</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

| Task 3: Stakeholder Engagement                   | Price            |
|--|------------------|
| 3.1 Community Outreach Strategy                  | \$ 6,610         |
| 3.2 Public Workshops                             | \$ 11,850        |
| 3.3 Online Community Survey (see optional tasks) | \$ 5,165         |
| 3.4 City Staff Working Group                     | \$ 6,990         |
| 3.5 External Stakeholder Working Group           | \$ 9,980         |
| <b>Subtotal</b>                                  | <b>\$ 40,595</b> |

|          |           |           |          |          |          |          |          |           |            |          |          |          |          |          |          |          |
|----------|-----------|-----------|----------|----------|----------|----------|----------|-----------|------------|----------|----------|----------|----------|----------|----------|----------|
|          | 4         | 4         |          |          |          |          |          | 12        | 26         |          |          |          |          |          |          |          |
| 2        | 4         | 12        |          |          |          |          |          | 18        | 48         |          |          |          |          |          |          |          |
| 1        | 2         | 8         |          |          |          |          |          | 8         | 32         |          |          |          |          |          |          |          |
| 2        | 4         | 16        |          |          |          |          |          | 16        | 32         |          |          |          |          |          |          |          |
| <b>5</b> | <b>14</b> | <b>40</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>54</b> | <b>138</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

| Task 12: Marketing & Communication Plan | Price            |
|---|------------------|
| 12.1 Marketing & Communications Plan    | \$ 11,070        |
| 12.2 Graphic Layouts and Templates      | \$ 8,900         |
| <b>Subtotal</b>                         | <b>\$ 19,970</b> |

|          |          |           |           |          |          |          |          |           |          |          |          |          |          |          |          |          |
|----------|----------|-----------|-----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 1        | 2        | 24        | 12        |          |          | 2        | 2        |           | 80       |          |          |          |          |          |          |          |
| <b>1</b> | <b>2</b> | <b>24</b> | <b>12</b> | <b>0</b> | <b>2</b> | <b>2</b> | <b>0</b> | <b>80</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

| Task 4: Greenhouse Gas Emissions Inventory    | Price            |
|---|------------------|
| 4.1 GHG Emissions Inventory (includes Iteris) | \$30,630         |
| <b>Subtotal</b>                               | <b>\$ 30,630</b> |

|          |          |           |          |          |          |          |          |           |          |          |          |          |          |          |          |          |
|----------|----------|-----------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 1        | 2        | 16        | 2        |          |          | 2        | 2        |           | 32       |          |          |          |          |          |          |          |
| <b>1</b> | <b>2</b> | <b>16</b> | <b>2</b> | <b>0</b> | <b>2</b> | <b>2</b> | <b>0</b> | <b>32</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

| Task 5: Future Emissions Scenarios and Wedge Analysis | Price           |
|---|-----------------|
| 5.1 GHG Emissions Scenarios and Wedge Analysis        | \$ 7,230        |
| <b>Subtotal</b>                                       | <b>\$ 7,230</b> |

|          |           |           |           |          |           |           |          |           |          |          |          |          |          |          |          |          |
|----------|-----------|-----------|-----------|----------|-----------|-----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 4        | 12        | 40        | 16        |          |           | 12        | 12       |           | 80       |          |          |          |          |          |          |          |
| <b>4</b> | <b>12</b> | <b>40</b> | <b>16</b> | <b>0</b> | <b>12</b> | <b>12</b> | <b>0</b> | <b>80</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

| Task 6: Emission Reduction Measures                           | Price            |
|---|------------------|
| 6.1 Reduction Measures for Community and Municipal Operations | \$ 23,300        |
| <b>Subtotal</b>   | <b>\$ 23,300</b> |

|          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|

| Task 7: Vulnerability Assessment & Adaptation Measures | Price            |
|--|------------------|
| 7.1 Climate Vulnerability Assessment (Atlas/Nexus)     | \$ 24,080        |
| <b>Subtotal</b>  | <b>\$ 24,080</b> |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

| Task 8: CSE Tasks                               | Price             |
|---|-------------------|
| 8.2 Zero Emission Vehicle Transition Plan (CSE) | \$ 70,760         |
| 8.3 Distributed Energy Resources Plan (CSE)     | \$ 78,520         |
| <b>Subtotal</b>                                 | <b>\$ 149,280</b> |

|          |          |           |          |          |          |          |          |           |          |          |          |          |          |          |          |          |
|----------|----------|-----------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 4        | 8        | 24        | 4        |          |          | 4        | 4        |           | 60       |          |          |          |          |          |          |          |
| <b>4</b> | <b>8</b> | <b>24</b> | <b>4</b> | <b>0</b> | <b>4</b> | <b>4</b> | <b>0</b> | <b>60</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

| Task 9: Climate Action and Adaptation Plan | Price             |
|--|-------------------|
| 9.1a CAAP Annotated Outline (partial)      | \$ 7,465          |
| <b>TOTAL BUDGET, Tasks 1-8, 12.1, 12.2</b> | <b>\$ 314,680</b> |

Tasks 1-8, 12.1, 12.2 + 9.1a \$ 322,145  
**PURCHASE ORDER TOTAL \$ 322,145**

RED FONT = task from Contract scope of work not covered by Purchase Order

| Task 8: Implementation Plan  | Price            |
|------------------------------|------------------|
| 8.1 CAAP Implementation Plan | \$ 14,280        |
| <b>Subtotal</b>              | <b>\$ 14,280</b> |

| Task 9: Climate Action and Adaptation Plan | Price            |
|--|------------------|
| 9.1 Administrative Draft CAAP              | \$ 15,115        |
| 9.2 Public Draft CAAP                      | \$ 9,760         |
| 9.3 Final CAAP                             | \$ 6,790         |
| <b>Subtotal</b>                            | <b>\$ 31,665</b> |

| Task 10: CEQA Analysis                         | Price            |
|--|------------------|
| 10.1 Administrative Draft IS                   | \$ 21,580        |
| 10.2 Screencheck Draft and Public Draft ND/MND | \$ 8,940         |
| 10.3 Administrative Final ND/MND               | \$ 5,840         |
| 10.4 Final ND/MND                              | \$ 2,820         |
| 10.5 Notice of Determination                   | \$ 915           |
| 10.6 CAAP Consistency Checklist                | \$ 10,240        |
| <b>Subtotal</b>                                | <b>\$ 50,335</b> |

| Task 11: Progress Monitoring & Reporting                       | Price            |
|--|------------------|
| 11.1 Implementation and Monitoring Tool and Reporting Template | \$ 5,820         |
| 11.2 SEEC ClearPath Platform (include in 11.1)                 | \$ -             |
| 11.3 Template for Annual Reporting of the CAAP Progress        | \$ 5,140         |
| <b>Subtotal</b>  | <b>\$ 10,960</b> |

|                               |                 |
|-------------------------------|-----------------|
| 12.3 Community Action Toolkit | \$ 7,650        |
| <b>Subtotal</b>               | <b>\$ 7,650</b> |

Budget amount for tasks not covered by purchase order \$ 114,890

Tasks covered by purchase order budget \$ 322,145

**TOTAL \$ 437,035**

|           |           |            |          |  |          |          |  |          |          |          |          |            |          |           |
|-----------|-----------|------------|----------|--|----------|----------|--|----------|----------|----------|----------|------------|----------|-----------|
| 6         | 12        | 60         |          |  |          |          |  |          |          |          |          | 80         |          | 32        |
| 4         | 8         | 32         |          |  |          |          |  |          |          |          |          | 20         |          | 12        |
| 2         | 2         | 24         |          |  |          |          |  |          |          |          |          | 32         |          |           |
| <b>12</b> | <b>22</b> | <b>116</b> | <b>0</b> |  | <b>0</b> | <b>0</b> |  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>132</b> | <b>0</b> | <b>44</b> |

|          |           |           |          |           |          |          |            |           |          |          |          |           |           |           |
|----------|-----------|-----------|----------|-----------|----------|----------|------------|-----------|----------|----------|----------|-----------|-----------|-----------|
| 1        | 12        |           |          | 40        |          |          | 100        |           |          |          |          | 8         | 8         | 4         |
|          | 8         |           |          | 16        |          |          | 40         |           |          |          |          | 2         | 2         | 2         |
| 1        | 4         |           |          | 12        |          |          | 24         |           |          |          |          |           |           | 4         |
| 1        | 2         |           |          | 4         |          |          | 8          |           |          |          |          |           |           | 6         |
|          | 1         |           |          | 2         |          |          | 4          |           |          |          |          |           |           |           |
| 4        | 8         | 16        |          | 0         |          |          | 0          | 40        |          |          |          |           |           | 8         |
| <b>7</b> | <b>35</b> | <b>16</b> | <b>0</b> | <b>74</b> | <b>0</b> | <b>0</b> | <b>176</b> | <b>40</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>10</b> | <b>10</b> | <b>24</b> |

|          |          |           |          |  |          |          |  |           |          |          |          |          |          |          |
|----------|----------|-----------|----------|--|----------|----------|--|-----------|----------|----------|----------|----------|----------|----------|
| 1        | 4        | 16        |          |  |          |          |  | 24        |          |          |          |          |          |          |
| 1        | 4        | 12        |          |  |          |          |  | 16        |          |          |          | 8        |          |          |
| <b>2</b> | <b>8</b> | <b>28</b> | <b>0</b> |  | <b>0</b> | <b>0</b> |  | <b>40</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>8</b> | <b>0</b> | <b>0</b> |

|          |          |          |          |  |          |          |  |          |           |           |          |          |          |          |
|----------|----------|----------|----------|--|----------|----------|--|----------|-----------|-----------|----------|----------|----------|----------|
|          |          |          |          |  |          |          |  |          |           |           |          |          |          |          |
|          |          |          |          |  |          |          |  |          |           |           |          |          |          |          |
|          |          |          |          |  |          |          |  |          |           |           |          |          |          |          |
|          |          |          |          |  |          |          |  |          |           | 18        | 36       |          |          |          |
| <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |  | <b>0</b> | <b>0</b> |  | <b>0</b> | <b>18</b> | <b>36</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

|          |           |           |          |          |          |          |           |           |           |           |      |           |          |          |      |      |
|----------|-----------|-----------|----------|----------|----------|----------|-----------|-----------|-----------|-----------|------|-----------|----------|----------|------|------|
| 41       | 118       | 364       | 46       | 74       | 20       | 20       | 176       | 384       | 74        | 174       | 0    | 150       | 10       | 68       | 0    | 0    |
| \$ 9,840 | \$ 23,010 | \$ 43,680 | \$ 6,440 | \$ 9,620 | \$ 2,800 | \$ 2,800 | \$ 20,240 | \$ 46,080 | \$ 12,950 | \$ 21,750 | \$ - | \$ 14,250 | \$ 1,300 | \$ 8,500 | \$ - | \$ - |

### Cost Estimate

#### CITY OF IRVINE CLIMATE ACTION AND ADAPTATION PLAN

Date: 1/3/23

hourly rate:

|                     |                 |             |                            |
|---------------------|-----------------|-------------|----------------------------|
| Boparai             | Martin          | Sahu        | Gelbman                    |
| Principal-in-Charge | Project Manager | GHG Analyst | Senior Outreach Specialist |
| \$265               | \$215           | \$135       | \$185                      |

| Task 1:                 | Project Management and Project Support       | Price            | Hours      |           |           |           |          |
|-------------------------|--|------------------|------------|-----------|-----------|-----------|----------|
| 1a                      | Internal Project Team Coordination Meetings  | \$ 3,840         | 16         | 8         | 8         | 0         | 0        |
| 1b                      | Interdepartmental CAAP Coordination Meetings | \$ 2,890         | 14         | 4         | 6         | 4         | 0        |
| 1c                      | Project Management                           | \$ 2,780         | 12         | 4         | 8         | 0         | 0        |
| 1d                      | Additional Staff Support                     | \$ 5,470         | 30         | 6         | 8         | 16        | 0        |
| 1e                      | Public Meeting Support                       | \$ 5,860         | 28         | 8         | 8         | 4         | 8        |
| <b>Subtotal, Task 1</b> |  | <b>\$ 20,840</b> | <b>100</b> | <b>30</b> | <b>38</b> | <b>24</b> | <b>8</b> |

|                       |                  |            |                 |                 |                 |                 |
|-----------------------|------------------|------------|-----------------|-----------------|-----------------|-----------------|
| <b>LABOR SUBTOTAL</b> | <b>\$ 20,840</b> | <b>100</b> | <b>30</b>       | <b>38</b>       | <b>24</b>       | <b>8</b>        |
|                       |                  |            | <b>\$ 7,950</b> | <b>\$ 8,170</b> | <b>\$ 3,240</b> | <b>\$ 1,480</b> |

**Total \$20,840**





|                  |  |                     |                 |                |         |                       |                 |          |       |            |
|------------------|--|---------------------|-----------------|----------------|---------|-----------------------|-----------------|----------|-------|------------|
|                  |  | Boparai             | Martin          | Kornfeld       | de Kok  | Hochberg              | Sahu/Steponick  | Alling   | Ngo   | Smith      |
|                  |  | Principal-in-Charge | Project Manager | Technical Lead | Advisor | GHG Quantitative Lead | Climate Analyst | Graphics | GIS   | Production |
| revised 12.18.23 |  | \$300               | \$230           | \$185          | \$270   | \$190                 | \$135           | \$120    | \$145 | \$135      |

| Task 14 Project Management and Project Support  |           | Price         |           |           |           |           |           |           |          |          |
|---|-----------|---------------|-----------|-----------|-----------|-----------|-----------|-----------|----------|----------|
| 14.1 Internal Coordination Meetings             | \$        | 12,560        | 16        | 16        | 8         | 4         | 8         |           |          |          |
| 14.2 Interdepartmental Meetings                 | \$        | 7,140         | 6         | 12        | 4         | 4         | 4         |           |          |          |
| 14.3 Project Management                         | \$        | 4,880         | 4         | 16        |           |           |           |           |          |          |
| 14.4 Additional Staff Support                   | \$        | 5,720         | 2         | 4         | 4         | 2         | 4         | 16        |          |          |
| 14.5 Sustainability Commission and City Council | \$        | 4,290         | 6         | 6         | 6         |           |           |           |          |          |
| <b>Subtotal</b>                                 | <b>\$</b> | <b>34,590</b> | <b>34</b> | <b>54</b> | <b>22</b> | <b>10</b> | <b>16</b> | <b>16</b> | <b>0</b> | <b>0</b> |

| Task 15 2030 Carbon Neutral Scenario Analysis |           | Proposed Price |          |           |          |          |           |          |          |          |
|---|-----------|----------------|----------|-----------|----------|----------|-----------|----------|----------|----------|
| 2030 Carbon Neutral Scenario Analysis         | \$        | 18,300         | 4        | 16        | 8        | 0        | 60        | 0        | 0        | 4        |
| <b>Subtotal</b>                               | <b>\$</b> | <b>18,300</b>  | <b>4</b> | <b>16</b> | <b>8</b> | <b>0</b> | <b>60</b> | <b>0</b> | <b>0</b> | <b>4</b> |

| Task 16 Update and Prioritize GHG Reduction Measures and Actions |           | Proposed Price |          |           |           |          |           |            |          |          |
|--|-----------|----------------|----------|-----------|-----------|----------|-----------|------------|----------|----------|
| 3.1 Update Measures and Actions                                  | \$        | 24,610         | 2        | 8         | 16        |          | 40        | 84         |          | 2        |
| 3.2 Develop Prioritization Matrix                                | \$        | 22,710         | 4        | 12        | 16        |          | 22        | 84         |          | 2        |
| <b>Subtotal</b>  | <b>\$</b> | <b>47,320</b>  | <b>6</b> | <b>20</b> | <b>32</b> | <b>0</b> | <b>62</b> | <b>168</b> | <b>0</b> | <b>4</b> |

| Task 17 Finalize Adaptation Strategies  |           | Proposed Price |          |          |          |  |  |  |  |  |
|---|-----------|----------------|----------|----------|----------|--|--|--|--|--|
| Finalize Adaptation Strategies (Ascent) | \$        | 3,000          | 2        | 4        | 8        |  |  |  |  |  |
| <b>Subtotal</b>                         | <b>\$</b> | <b>3,000</b>   | <b>2</b> | <b>4</b> | <b>8</b> |  |  |  |  |  |

| Task 18 Notice of Preparation and Scoping Meeting |           | Proposed Price |          |          |           |          |          |           |          |          |
|---|-----------|----------------|----------|----------|-----------|----------|----------|-----------|----------|----------|
| 18.1 NOP and Scoping Meeting                      | \$        | 11,320         | 2        | 8        | 16        | 0        | 0        | 32        | 4        | 4        |
| <b>Subtotal</b>                                   | <b>\$</b> | <b>11,320</b>  | <b>2</b> | <b>8</b> | <b>16</b> | <b>0</b> | <b>0</b> | <b>32</b> | <b>4</b> | <b>4</b> |

| Task 19 CAAP Document Outline       |           | Proposed Price |          |           |          |          |          |           |          |          |
|-------------------------------------|-----------|----------------|----------|-----------|----------|----------|----------|-----------|----------|----------|
| 19.1 Complete CAAP Document Outline | \$        | 10,450         | 4        | 10        | 0        | 0        | 0        | 36        | 6        | 2        |
| <b>Subtotal</b>                     | <b>\$</b> | <b>10,450</b>  | <b>4</b> | <b>10</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>36</b> | <b>6</b> | <b>2</b> |

|                          |  |                |           |            |           |           |            |            |           |          |           |
|--------------------------|--|----------------|-----------|------------|-----------|-----------|------------|------------|-----------|----------|-----------|
| <b>Labor Hours Total</b> |  |                | <b>52</b> | <b>112</b> | <b>86</b> | <b>10</b> | <b>138</b> | <b>252</b> | <b>10</b> | <b>6</b> | <b>20</b> |
| <b>TOTAL PRICE \$</b>    |  | <b>124,980</b> |           |            |           |           |            |            |           |          |           |

| CITY OF IRVINE CLIMATE ACTION AND ADAPTATION PLAN  |                      | Boparai               | Martin          | Kornfeld       | de Kok       | Hochberg              | Sahu            | Mundhenk       | Greenfield                     | Various               | Alling    | Ngo       | Lane       | Beckstrom  |  |
|--|----------------------|-----------------------|-----------------|----------------|--------------|-----------------------|-----------------|----------------|--------------------------------|-----------------------|-----------|-----------|------------|------------|--|
|  |                      | Principal-in-Charge   | Project Manager | Technical Lead | Advisor      | GHG Quantitative Lead | Climate Analyst | CEQA Principal | CEQA Assistant Project Manager | Environmental Planner | Graphics  | GIS       | Production | CEQA QA/QC |  |
| revised 12.18.23   |                      | \$300                 | \$230           | \$185          | \$270        | \$190                 | \$135           | \$285          | \$150                          | \$135                 | \$120     | \$145     | \$135      | \$315      |  |
| <b>Task 14 Project Management and Project Support</b>                                      |                      | <b>Proposed Price</b> |                 |                |              |                       |                 |                |                                |                       |           |           |            |            |  |
| 14.1 Internal Coordination Meetings  | \$ 15,480            | 16                    | 24              | 8              | 8            | 8                     |                 |                |                                |                       |           |           |            |            |  |
| 14.2 Interdepartmental Meetings  | \$ 6,820             | 8                     | 8               | 4              | 4            | 4                     |                 |                |                                |                       |           |           |            |            |  |
| 14.3 Project Management  | \$ 3,960             | 4                     | 12              |                |              |                       |                 |                |                                |                       |           |           |            |            |  |
| 14.4 Additional Staff Support  | \$ 7,980             | 4                     | 16              | 8              | 0            | 0                     | 12              |                |                                |                       |           |           |            |            |  |
| 14.5 Sustainability Commission, City Council updates, adoption hearings                    | \$ 25,000            | 40                    | 40              |                |              | 20                    |                 |                |                                |                       |           |           |            |            |  |
| <b>Subtotal</b>  | <b>\$ 59,240</b>     | <b>72</b>             | <b>100</b>      | <b>20</b>      | <b>12</b>    | <b>32</b>             | <b>12</b>       | <b>0</b>       | <b>0</b>                       | <b>0</b>              | <b>0</b>  | <b>0</b>  | <b>0</b>   | <b>0</b>   |  |
| <b>Task 18 EIR and CAAP Consistency Checklist</b>  |                      | <b>Proposed Price</b> |                 |                |              |                       |                 |                |                                |                       |           |           |            |            |  |
| 18.2 Administrative Draft EIR  | \$ 119,240           | 12                    | 36              |                |              |                       |                 | 12             | 54                             | 668                   |           | 8         | 24         | 4          |  |
| 18.3 Draft EIR   | \$ 21,960            | 2                     | 10              |                |              |                       |                 | 2              | 18                             | 92                    |           | 4         | 16         | 2          |  |
| 18.4 Administrative Final EIR  | \$ 29,160            | 4                     | 20              |                |              |                       |                 | 4              | 28                             | 98                    |           | 2         | 24         | 4          |  |
| 18.5 Final EIR   | \$ 19,680            | 1                     | 8               |                |              |                       |                 | 4              | 24                             | 80                    |           | 2         | 8          | 2          |  |
| 18.6 Notice of Determination   | \$ 1,790             | 0                     | 1               |                |              |                       |                 |                | 2                              | 7                     |           | 0         | 0          | 1          |  |
| 18.7 CAAP Consistency Checklist  | \$ 19,635            | 8                     | 12              | 24             | 0            |                       | 64              |                |                                |                       |           |           | 8          | 1          |  |
| <b>Subtotal</b>  | <b>\$ 211,465</b>    | <b>27</b>             | <b>87</b>       | <b>24</b>      | <b>0</b>     | <b>0</b>              | <b>64</b>       | <b>22</b>      | <b>126</b>                     | <b>945</b>            | <b>0</b>  | <b>16</b> | <b>80</b>  | <b>14</b>  |  |
| <b>Task 19 Climate Action and Adaptation Plan</b>  |                      | <b>Proposed Price</b> |                 |                |              |                       |                 |                |                                |                       |           |           |            |            |  |
| 19.2 Administrative and Screencheck Draft CAAP   | \$ 45,480            | 24                    | 40              | 40             | 12           | 8                     | 80              |                |                                |                       | 24        |           | 24         |            |  |
| 19.3 Public Draft CAAP   | \$ 10,040            | 6                     | 8               | 4              | 2            | 2                     | 24              |                |                                |                       | 8         |           | 4          |            |  |
| 19.4 Administrative Final and Final CAAP   | \$ 11,360            | 2                     | 8               | 8              | 4            |                       | 32              |                |                                |                       | 8         |           | 8          |            |  |
| <del>19.5 Konveio Integration (Optional)</del>   | <del>\$ 23,020</del> | <del>2</del>          | <del>8</del>    | <del>12</del>  | <del>8</del> |                       | <del>120</del>  |                |                                |                       |           |           |            |            |  |
| <b>Subtotal</b>  | <b>\$ 89,900</b>     | <b>34</b>             | <b>64</b>       | <b>64</b>      | <b>26</b>    | <b>10</b>             | <b>256</b>      | <b>0</b>       | <b>0</b>                       | <b>0</b>              | <b>40</b> | <b>0</b>  | <b>36</b>  | <b>0</b>   |  |
| <b>Task 20 Cost Analysis, Implementation, Monitoring and Reporting</b>                     |                      | <b>Proposed Price</b> |                 |                |              |                       |                 |                |                                |                       |           |           |            |            |  |
| 20.1 <i>Participant Perspective Cost-Benefit Analysis for Near-Term Actions (Optional)</i> | \$ 33,870            | 8                     | 16              | 32             | 20           |                       | 120             |                |                                |                       |           |           | 2          |            |  |
| 20.2 <i>Implementation Cost Analysis of Near-Term Actions (Optional)</i>                   | <del>\$ 44,950</del> | 8                     | 12              | 24             | 20           | 40                    | 160             |                |                                |                       | 4         |           | 2          |            |  |
| 20.3 <i>Funding and Financing Strategy for Near-Term Actions (Optional)</i>                | <del>\$ 23,290</del> | 2                     | 8               | 12             | 8            |                       | 120             |                |                                |                       |           |           | 2          |            |  |
| 20.4 CAAP Implementation Plan  | \$ 19,120            | 4                     | 8               | 12             |              |                       | 88              |                |                                |                       | 12        |           | 4          |            |  |
| 20.5 Progress Monitoring and Reporting   | \$ 19,920            | 2                     | 6               | 24             |              |                       | 100             |                |                                |                       |           |           |            |            |  |
| <b>Subtotal</b>  | <b>\$ 141,150</b>    | <b>24</b>             | <b>50</b>       | <b>104</b>     | <b>48</b>    | <b>40</b>             | <b>588</b>      | <b>0</b>       | <b>0</b>                       | <b>0</b>              | <b>16</b> | <b>0</b>  | <b>10</b>  | <b>0</b>   |  |

Labor Hours Total 157 301 212 86 82 920 22 126 945 56 16 126 14

TOTAL PROPOSED PRICE - without optional tasks \$ 376,625

TOTAL PROPOSED PRICE - with optional tasks \$ 501,755

TOTAL PROPOSED PRICE - with option 20.1 \$410,495

PHASE I \$437,035.00  
 PHASE I \$20,840.00  
 PHASE I \$124,980.00  
 PHASE II \$410,495.00

GRAND TOTAL \$993,350.00



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

California Secretary of State  
 1500 11th Street  
 Sacramento, California 95814  
 (916) 653-3516

For Office Use Only

**-FILED-**

File No.: BA20230594742

Date Filed: 4/10/2023

B1663-5408 04/10/2023 11:57 AM Received by California Secretary of State

|   |  |                         |                 |
|---|--|-------------------------|-----------------|
| Entity Details                                      |  |                         |                 |
| Corporation Name                                    | ASCENT ENVIRONMENTAL, INC.                         |                         |                 |
| Entity No.  | 3264507  |                         |                 |
| Formed In   | CALIFORNIA   |                         |                 |
| Street Address of Principal Office of Corporation   |  |                         |                 |
| Principal Address                                   | 455 CAPITOL MALL SUITE 300<br>SACRAMENTO, CA 95814 |                         |                 |
| Mailing Address of Corporation                      |  |                         |                 |
| Mailing Address                                     | 455 CAPITOL MALL SUITE 300<br>SACRAMENTO, CA 95814 |                         |                 |
| Attention   |  |                         |                 |
| Street Address of California Office of Corporation  |  |                         |                 |
| Street Address of California Office                 | 455 CAPITOL MALL SUITE 300<br>SACRAMENTO, CA 95814 |                         |                 |
| Officers  |  |                         |                 |
| Officer Name  | Officer Address                                    | Position(s)             |                 |
| GARY D JAKOBS                                       | 455 CAPITOL MALL SUITE 300<br>SACRAMENTO, CA 95814 | Chief Executive Officer |                 |
| Honey L. Walters                                    | 455 Capitol Mall Suite 300<br>Sacramento, CA 95814 | Secretary               |                 |
| Amanda K Olekszulín                                 | 455 Capitol Mall Suite 300<br>Sacramento, CA 95814 | Chief Financial Officer |                 |
| Additional Officers                                 |  |                         |                 |
| Officer Name  | Officer Address                                    | Position                | Stated Position |
| None Entered  |  |                         |                 |
| Directors   |  |                         |                 |
| Director Name                                       | Director Address                                   |                         |                 |
| Curtis E. Alling                                    | 455 Capitol Mall Suite 300<br>Sacramento, CA 95814 |                         |                 |
| Sydney B. Coatsworth                                | 455 Capitol Mall Suite 300<br>Sacramento, CA 95814 |                         |                 |
| Linda L. Leeman                                     | 455 Capitol Mall Suite 300<br>Sacramento, CA 95814 |                         |                 |
| The number of vacancies on Board of Directors is: 0 |  |                         |                 |
| Agent for Service of Process                        |  |                         |                 |
| Agent Name  | AMANDA OLEKSZULIN                                  |                         |                 |
| Agent Address                                       | 455 CAPITOL MALL SUITE 300<br>SACRAMENTO, CA 95814 |                         |                 |
| Type of Business                                    |  |                         |                 |

|   |   |
|---|---|
| Type of Business                                  | ASCENT ENVIRONMENTAL, INC.  |
| Email Notifications<br>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                              | <input checked="" type="checkbox"/> By signing, I affirm that the information herein is true and correct and that I am authorized by California law to sign.  |
| <u>Amanda Olekszulin</u><br>Signature             | <u>04/10/2023</u><br>Date   |