

Agreement for CEQA Related Services for the Proposed Sonoma County Compost Facility

AGREEMENT FOR CONSULTING SERVICES

This agreement ("Agreement"), dated as of May 1, 2026 ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and MJR Environmental Science LLC dba RCH Group, Inc. (hereinafter "Consultant").

R E C I T A L S

WHEREAS, Consultant represents that it is a duly qualified environmental services consultant, experienced in performing environmental studies, reports and related services; and

WHEREAS, in the judgment of Sonoma County Public Infrastructure it is necessary and desirable to employ the services of Consultant for CEQA and NEPA-Related Services for the Proposed Sonoma County Compost Facility.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

A G R E E M E N T

1. Scope of Services.

1.1 Consultant's Specified Services.

Consultant shall perform the services described in Exhibit "A," attached hereto and incorporated herein by this reference (hereinafter "Scope of Work"), and within the times or by the dates provided for in Exhibit "A" and pursuant to Article 7, Prosecution of Work. In the event of a conflict between the body of this Agreement and Exhibit "A", the provisions in the body of this Agreement shall control.

1.2 Cooperation With County. Consultant shall cooperate with County and County staff in the performance of all work hereunder.

1.3 Performance Standard. Consultant shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Consultant's profession. County has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release. If County determines that any of Consultant's work is not in accordance with such level of competency and

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standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Consultant to meet with County to review the quality of the work and resolve matters of concern; (b) require Consultant to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4; or (d) pursue any and all other remedies at law or in equity.

1.4 Assigned Personnel.

- a. Consultant shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by Consultant to perform work hereunder, Consultant shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by County to be key personnel whose services were a material inducement to County to enter into this Agreement, and without whose services County would not have entered into this Agreement. Consultant shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County. With respect to performance under this Agreement, Consultant shall employ the following key personnel: Paul Miller and Dan Jones.
- c. In the event that any of Consultant's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness or other factors outside of Consultant's control, Consultant shall be responsible for timely provision of adequately qualified replacements.

2. Payment.

For all services and incidental costs required hereunder, Consultant shall be paid in accordance with the following terms:

Consultant shall be paid on a time and material/expense basis in accordance with the budget set forth in Exhibit B provided, however, that total payments to Consultant shall not exceed One Million One Hundred Eighty Thousand Dollars (\$1,180,000.00), without the prior written approval of County. Consultant shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of the County Department receiving the services. The bills shall show or include for Consultant and for any subconsultants: (i) the task(s) performed; (ii) the time in quarter hours devoted to the task(s); (iii) the hourly rate or rates of the persons performing the task(s); and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

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Unless otherwise noted in this Agreement, payments shall be made within the normal course of County business after presentation of an invoice in a form approved by the County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by the County.

Pursuant to California Revenue and Taxation code (R&TC) Section 18662, the County shall withhold seven percent of the income paid to Consultant for services performed within the State of California under this agreement, for payment and reporting to the California Franchise Tax Board, if Consultant does not qualify as: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If Consultant does not qualify, County requires that a completed and signed Form 587 be provided by the Consultant in order for payments to be made. If Consultant is qualified, then the County requires a completed Form 590. Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in facts. By signing either form, the Consultant agrees to promptly notify the County of any changes in the facts. Forms should be sent to the County pursuant to Article 12. To reduce the amount withheld, Consultant has the option to provide County with either a full or partial waiver from the State of California.

3. Term of Agreement. The term of this Agreement shall be from May 1, 2026 to May 1, 2029. The term of this Agreement may be extended at the option of the County for up to two (2) additional years, in increments of one year if requested by the County, unless terminated earlier in accordance with the provisions of Article 4 below.

4. Termination.

4.1 Termination Without Cause. Notwithstanding any other provision of this Agreement, at any time and without cause, County shall have the right, in its sole discretion, to terminate this Agreement by giving 5 days written notice to Consultant.

4.2 Termination for Cause. Notwithstanding any other provision of this Agreement, should Consultant fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, County may immediately terminate this Agreement by giving Consultant written notice of such termination, stating the reason for termination.

4.3 Delivery of Work Product and Final Payment Upon Termination.

In the event of termination, Consultant, within 14 days following the date of termination, shall deliver to County all reports, original drawings, graphics, plans, studies, and other data or documents, in whatever form or format, assembled or prepared by Consultant or Consultant's subcontractors, consultants, and other agents

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in connection with this Agreement and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4 Payment Upon Termination. Upon termination of this Agreement by County, Consultant shall be entitled to receive as full payment for all services satisfactorily rendered and reimbursable expenses properly incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Consultant bear to the total services otherwise required to be performed for such total payment; provided, however, that if services which have been satisfactorily rendered are to be paid on a per-hour or per-day basis, Consultant shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to the termination times the applicable hourly or daily rate; and further provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2, County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Consultant.

4.5 Authority to Terminate. The Board of Supervisors has the authority to terminate this Agreement on behalf of the County. In addition, the Purchasing Agent or Director of Sonoma Public Infrastructure, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of the County.

5. Indemnification.

5.1. Professional Services Indemnification. For claims arising from the provision of professional services, Consultant agrees to accept responsibility for loss or damage to any person or entity, including County, and to defend, indemnify, hold harmless, and release County, its officers and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Consultant, that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant or its agents, employees, contractors, subcontractors, or invitees hereunder, whether or not there is concurrent or contributory negligence on County's part, but, to the extent required by law, excluding liability due to County's conduct.

5.2. General Indemnification. For claims not arising from the provision of professional services (e.g. claims related to bodily injury, personal injury, or property damage), Consultant agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Consultant, that arise out of, pertain to, or relate to Consultant's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Consultant agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Consultant's or

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its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Consultant's obligations under this Section apply whether or not there is concurrent or contributory negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at Consultant's expense, subject to Consultant's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance. With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described in Exhibit C, which is attached hereto and incorporated herein by this reference.

7. Prosecution of Work. The execution of this Agreement shall constitute Consultant's authority to proceed immediately with the performance of this Agreement. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God or by strike, lockout, or similar labor disturbances, the time for Consultant's performance of this Agreement shall be extended by a number of days equal to the number of days Consultant has been delayed.

8. Extra or Changed Work. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not exceed the delegated signature authority of the Department Head and which do not significantly change the scope of work or significantly lengthen time schedules may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Section 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Consultant to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter Consultant shall be entitled to no compensation whatsoever for the performance of such work. Consultant further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the County.

9. Content Online Accessibility. County policy requires that all documents that may be published to the Web meet accessibility standards to the greatest extent possible, and utilizing available existing technologies.

9.1 Standards. All consultants responsible for preparing content intended for use or publication on a County-managed or County-funded web site must comply with applicable Federal accessibility standards established by 36 C.F.R. Section 1194,

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pursuant to Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794(d)), the County's Web Standards & Guidelines located at <https://sonomacounty.ca.gov/Services/Web-Standards-and-Guidelines/>, and the County's Web Site Accessibility Policy located at <https://sonomacounty.ca.gov/CAO/Administrative-Policies/9-3-Website-Accessibility-Policy/>.

9.2 Alternate Format: When it is strictly impossible due to the unavailability of technologies required to produce an accessible document, Consultant shall identify the anticipated accessibility deficiency prior to commencement of any work to produce such deliverables. Consultant agrees to cooperate with County staff in the development of alternate document formats to maximize the facilitative features of the impacted document(s), e.g. embedding the document with alt-tags that describe complex data/tables.

9.3 Noncompliant Materials; Obligation to Cure. Remediation of any materials that do not comply with County's Web Site Accessibility Policy shall be the responsibility of Consultant. If County, in its sole and absolute discretion, determines that any deliverable intended for use or publication on any County-managed or County-funded Web site does not comply with County Accessibility Standards, County will promptly inform Consultant in writing. Upon such notice, Consultant shall, without charge to County, repair or replace the non-compliant materials within such period of time as specified by County in writing. If the required repair or replacement is not completed within the time specified, County shall have the right to do any or all of the following, without prejudice to County's right to pursue any and all other remedies at law or in equity:

- a. Cancel any delivery or task order;
- b. Terminate this Agreement pursuant to the provisions of Article 4; and/or
- c. In the case of custom EIT developed by Consultant for County, County may have any necessary changes or repairs performed by itself or by another contractor. In such event, contractor shall be liable for all expenses incurred by County in connection with such changes or repairs.

10. Representations of Consultant.

10.1 Standard of Care. County has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Consultant's work by County shall not operate as a waiver or release.

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10.2 Status of Consultant. The parties intend that Consultant, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Consultant is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4, above, Consultant expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

10.3 No Suspension or Debarment. Consultant warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. Consultant also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration. If the Consultant becomes debarred, consultant has the obligation to inform the County

10.4 Taxes. Consultant agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. Consultant agrees to indemnify and hold County harmless from any liability which it may incur to the United States or to the State of California as a consequence of Consultant's failure to pay, when due, all such taxes and obligations. In case County is audited for compliance regarding any withholding or other applicable taxes, Consultant agrees to furnish County with proof of payment of taxes on these earnings.

10.5 Records Maintenance. Consultant shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to County for inspection at any reasonable time. Consultant shall maintain such records for a period of four (4) years following completion of work hereunder.

10.6 Conflict of Interest. Consultant covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Consultant further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if requested to do so by County, Consultant shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing Consultant's or such other person's financial interests.

10.7 Statutory Compliance/Living Wage Ordinance. Consultant agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies,

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including but not limited to the County of Sonoma Living Wage Ordinance, applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, Consultant expressly acknowledges and agrees that this Agreement may be subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.

10.8 Nondiscrimination. Without limiting any other provision hereunder, Consultant shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis, including without limitation, the County's Non-Discrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

10.9 AIDS Discrimination. Consultant agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

10.10 Assignment of Rights. Consultant assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions of the plans and specifications, if any, now or later prepared by Consultant in connection with this Agreement. Consultant agrees to take such actions as are necessary to protect the rights assigned to County in this Agreement, and to refrain from taking any action which would impair those rights. Consultant's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as County may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of County. Consultant shall not use or permit another to use the plans and specifications in connection with this or any other project without first obtaining written permission of County.

10.11 Ownership of Work Product. All reports, drawings, graphics, plans, and studies, in their final form and format, assembled or prepared by Consultant or Consultant's subcontractors, consultants, and other agents in connection with this Agreement, shall be the property of County. Consultant shall deliver such materials to County upon request in their final form and format. Such materials shall be and will remain the property of County without restriction or limitation. Document drafts, notes, and emails of the Consultant and Consultant's subcontractors, consultants, and other agents shall remain the property of those persons or entities.

10.12 Authority. The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of Consultant.

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10.13 Statement of Economic Interests (Form 700). Consultant shall submit a completed Fair Political Practices Commission Statement of Economic Interests (Form 700) with the County within thirty (30) days after the effective date of this Agreement and each year thereafter during the term of this Agreement, or as required by state law.

11. Demand for Assurance. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article limits County's right to terminate this Agreement pursuant to Article 4.

12. Assignment and Delegation. Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

13. Method and Place of Giving Notice, Submitting Bills and Making Payments. All notices, bills, and payments shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, bills, and payments shall be addressed as follows:

TO: COUNTY: County of Sonoma, Public Infrastructure
Integrated Waste Division
Attn: Tammy Curtis
400 Aviation Blvd., Suite 100
Santa Rosa, CA 95403
PH: (707) 565-3025
Email: Tammy.Curtis@sonomacounty.gov

TO: CONSULTANT: RCH Group, Inc.
Attn: Paul Miller
6521 Chesbro Circle
Rancho Murieta, CA 95683
PH: (916) 212-9600
Email: PMiller@theRCHGroup.com

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When a notice, bill or payment is given by a generally recognized overnight courier service, the notice, bill or payment shall be deemed received on the next business day. When a copy of a notice, bill or payment is sent by facsimile or email, the notice, bill or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date), (2) the sender has a written confirmation of the facsimile transmission or email, and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this paragraph.

14. Miscellaneous Provisions.

14.1 No Waiver of Breach. The waiver by County of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.

14.2 Construction. To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Consultant and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. Consultant and County acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

14.3 Consent. Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

14.4 No Third-Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

14.5 Applicable Law and Forum. This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa, in the County of Sonoma.

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14.6 Captions. The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

14.7 Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

14.8. Survival of Terms. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

14.9 Time of Essence. Time is and shall be of the essence of this Agreement and every provision hereof. Notwithstanding the foregoing, in no event will Consultant be responsible for damages due to delays beyond Consultant's reasonable control.

14.10. Counterpart; Electronic Signatures. The parties agree that this Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and together which when executed by the requisite parties shall be deemed to be a complete original agreement. Counterparts may be delivered via facsimile, electronic mail (including PDF) or other transmission method, and any counterpart so delivered shall be deemed to have been duly and validly delivered, be valid and effective for all purposes, and shall have the same legal force and effect as an original document. This Agreement, and any counterpart, may be electronically signed by each or any of the parties through the use of any commercially available digital and/or electronic signature software or other electronic signature method in compliance with the U.S. federal E-SIGN Act of 2000, California's Uniform Electronic Transactions Act (Cal. Civil Code § 1633.1 et seq.), or other applicable law. By its use of any electronic signature below, the signing party agrees to have conducted this transaction and to execution of this Agreement by electronic means.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

CONSULTANT: RCH Group, Inc. COUNTY: COUNTY OF SONOMA

CERTIFICATES OF INSURANCE REVIEWED, ON FILE, AND APPROVED AS TO SUBSTANCE FOR COUNTY:

By: Paul H. Miller
Name: PAUL H. MILLER
Title: MANAGING MEMBER / PRESIDENT
Date: April 1, 2026

By: _____
Department Director or Designee
Date: _____

APPROVED AS TO FORM FOR COUNTY:

By: _____
County Counsel
Date: _____

EXECUTED BY:

By: _____
Department Director
Date: _____

Chair, Board of Supervisors

By: _____
ATTEST:
Date: _____
Clerk of the Board of Supervisors

By: _____
Date: _____

Scope of Work

CEQA and NEPA Analysis for Sonoma County Compost Project

Throughout the process, RCH will consistently monitor and track the progress of the EIR team. Our project approach described below is designed to result in a legally adequate EIR in a timely manner. RCH will be delivering the work contemplated hereunder with the support of identified subconsultants. Nonetheless, RCH shall be solely responsible for the performance, quality, and completion of all work described, including any portions subcontracted to third parties. All subcontracted work shall be performed in accordance with the requirements of this Agreement. RCH shall supervise, coordinate, and manage all subcontractors to ensure timely and satisfactory completion of the work, and shall remain the single point of accountability to the County for all deliverables, regardless of subcontracting arrangements.

Task 1. Project Management and Coordination

1a) Project Kickoff & Site Visit

Kickoff meeting and joint visit with IWD and relevant County staff. RCH will supply an agenda ahead of the meeting, as well as produce meeting notes.

1b) Document Review and Gap Analysis

RCH team will review the provided materials from the 30% Design Project (as identified below) and identify any information gaps, necessary or required for CEQA/NEPA analysis. RCH will prepare a memo listing gaps, recommended remedies, and recommended schedule implementations. Special attention will apply to the review of the Project Description to confirm that the description reflects the proposed compost facility design, operations and environmental setting. Given their role in the 30% Project Design, SCS Engineers will assist RCH with assessing the analyses that may be needed to fill any gaps identified by the environmental specialists – or direct the team to analyses that have already been conducted. If additional technical studies are required and not otherwise provided, the RCH team may prepare them subject to County authorization.

- Project Description
- Project Cost Estimate
- Leachate and Stormwater Management Analysis

Exhibit A: Scope of Work

- MS4/LID Requirements Analysis
- Geotechnical Analysis
- Water Use and Water Supply Analysis
- Topographic Survey
- Site Plan
- Grading Plan
- Drainage Plan
- Utility Plan
- Visual Analysis
- Cultural Resources Report
- Biological Resources Report (including wetland mapping and rare plant survey results)
- Noise Study
- Air Quality and GHG Emissions Study
- Odor Management Report
- Phase 1 ESA Report
- Traffic Level of Service and VMT Analysis

1c) Biweekly Check-Ins

RCH management team will have bi-weekly check-in meetings with County staff on status, issues, and next steps. These will typically be on a Microsoft Teams meeting format. For project communication efficiency other RCH team members including subconsultants will be involved in only some of the biweekly check-in meetings.

1d) Meeting Notes

RCH team will issue biweekly action-oriented notes to include, but are not limited to, decisions, action items, owners, and due dates within two business days of each biweekly check-in.

Deliverables: Kickoff agenda/notes; site visit notes; Gap Analysis memo; biweekly check-in meeting notes

Task 2. Outstanding Documents/Analysis for CEQA/NEPA

a) As-Needed Supplemental Technical Work

Upon written County authorization identifying the specific study, scope and budget allocation RCH will prepare updates or addenda to County studies to meet CEQA and current Federal Aviation Administration (FAA) NEPA policies and procedures (e.g., methods clarifications, supplemental figures, brief technical memoranda, or revised analyses); or prepare technical studies identified in the gap analysis.

Deliverables: Authorized supplemental technical memos or studies.

Task 3. CEQA

Task 3a) Prepare a draft CEQA Initial Study for County Review.

The RCH team will prepare an Administrative Draft Initial Study for County staff review. County will determine the appropriate CEQA pathway at that time (MND or EIR).

RCH will prepare a very robust analysis of the proposed project using the CEQA Appendix G Environmental Checklist Form. For each resource area, the analysis will include setting information and an analysis of the level of impact for each of the checklist items. For impacts that are less than significant with mitigation incorporated, potential mitigation measures will be identified. Any impact that cannot be reduced to less than significant will be identified as a Potentially Significant Impact. If there are Potentially Significant Impacts identified that cannot be mitigated (subject to County determination) an EIR would be required.

Because of the lower “fair argument” standard for a Mitigated Negative Declaration, the County could determine that an EIR should be prepared (based on preliminary information) before the robust and detailed Initial Study is completed. In that case, RCH recommends publishing the Notice of Preparation (NOP) that identifies the resource topics (and proposed analytical approaches) that would be included in the EIR and moving the detailed setting and analyses into the Draft EIR.

Task 3a1) Initial Study/Mitigated Negative Declaration Pathway

The following additional steps would be followed if the County chooses to prepare a Mitigated Negative Declaration (MND).

Prepare Public Draft Negative Declaration or MND

RCH will respond to County comments on the Administrative Draft Negative Declaration or MND and prepare a revised version of the document for public distribution.

Circulate CEQA Document

In coordination with the County, RCH will assist in preparation (if necessary) of a Notice of Intent (NOI) to adopt an MND according to CEQA Guidelines Section 15070. RCH will also assist the County with any other CEQA noticing tasks the County requests, such as preparation of the Notice of Completion (NOC) or State Clearinghouse Summary Form.

Response to Public Comments

RCH will respond to public comments received during the MND public review period. Once public comments are received the County will provide written authorization to RCH on how many hours to allocate to public comment response.

EIR Pathway

EIR Notice of Preparation (NOP) and Public Scoping.

RCH will prepare a Notice of Preparation of an EIR that describes the project elements, indicates the topic areas that have no potential environmental impacts (and can be focused out of the EIR), and an identification of the many topics that will be included in the EIR for evaluation and technical studies being conducted for the EIR. The NOP will also indicate the plan for alternatives to be reviewed in the EIR. The public will be given the opportunity to recommend additional technical studies or alternatives to the project.

RCH will discuss with the County whether the Environmental Checklist Form should be included with the NOP and the level of detail that should be provided in the Environmental Checklist Form if it is included.

Noticing for the EIR Notice of Preparation and the Public Scoping Meeting(s) will follow Section 15082 of the CEQA Guidelines (including verifiable notices to responsible and trustee agencies).

The NOP Scoping Meeting will be noticed to properties within the vicinity of the Project site. For the Scoping Meeting, the EIR team will prepare and participate (if requested by SPI) in delivering a presentation regarding the proposed project, the CEQA process, and other topics materials as needed. The EIR team will also assist County staff in logistical planning for the meetings. We anticipate a ±30-minute presentation of the project description and CEQA process, after which attendees will have opportunities to ask questions, and have their comments recorded.

RCH, working with Craig Communications (Craig), will prepare a Scoping Summary Report that describes the County's public and agency scoping efforts. Public and agency meetings will be described, and comments received on the NOP and at meetings will be summarized.

Deliverables: Data request(s), Draft Notice of Preparation & Notice of Completion Form for State Clearinghouse, Published Notice of Preparation, Scoping Summary Report.

Task 3a2) Administrative Draft EIR (ADEIR)

RCH will prepare an EIR for the project issues that have been identified by the EIR team and the County and any additional environmental effects identified in the comment responses to the NOP and Scoping Meetings. All issues raised will be systematically addressed to meet requirements of CEQA EIRs for "substantial evidence", and to provide the County with adequate information on which to base an informed decision regarding the Project.

Additional analyses required under CEQA include examination of project alternatives, discussion of the project's potential growth inducing and cumulative impacts, and identification of any significant, unavoidable adverse effects. The EIR will also identify feasible measures that can be implemented to reduce or eliminate adverse effects.

For all topics, RCH will identify the significance thresholds used to determine significance, identify significant and less than significant impacts (direct and indirect) resulting from the project,

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recommend appropriate mitigation measures as may be needed, and identify any impacts remaining after implementation of the recommended mitigation measures.

The Executive Summary and introductory chapter of the EIR will provide sufficient detail to evaluate and review the environmental impacts of the proposed project. The introductory and Executive Summary chapters will:

- Identify the proposed project location on detailed maps.
- Include a general description of the project's technical and environmental characteristics.
- Include a brief statement describing the intended uses of the EIR.
- List the agencies expected to use the EIR in their decision-making and approvals for which the EIR will be used.
- Itemize and briefly discuss each significant effect of the proposed project, proposed mitigation measures, and alternatives that would reduce or avoid that impact.
- Identify areas of controversy (if any) and issues raised by agencies or the public.
- Identify issues that still need to be resolved, including choices among alternatives and whether or how to mitigate the significant impacts.

EIR Technical Scopes of Work

The following proposed scopes of work have been developed for some of the key resources to be evaluated in the EIR. It should be noted that these are the analyses will be started in the robust, detailed Initial Study and may be included in whole or part in the Administrative Draft MND (see above task 3a).

Aesthetics

The Aesthetics EIR section will analyze the potential impacts to visual resources as a result of the proposed project. The 30% Design Visual Resources Analysis Report will be reviewed and augmented, as necessary, and the analysis including the photo simulations will be incorporated into the CEQA/NEPA documentation. The analysis will focus on public views of the proposed facility. Public views are those that are experienced from publicly accessible vantage points.

The 30% Design Visual Resources Analysis Report was prepared following the Permit Sonoma's Visual Assessment Guidelines (January 2019). Using that assessment, the CEQA analysis will include the following tasks (based on the photo simulations and information in the 30% design report):

- Characterize the Site's Sensitivity.
- Determine Visual Dominance. This compares the project elements with its surroundings.
- Determine significance of Visual Impacts.
- Identify possible Mitigation Measures.

Agriculture and Forestry Resources

Based on preliminary research it's noted that the main project site is located on land classified by the California Department of Conservation as "Farmland of Local Importance", "Farmland of Statewide Importance", and "Urban and Built-Up Land". Neither of the project parcels are under a Williamson Act Contract. No forestry resources exist on or adjacent to the site. The impacts of potentially converting farmland will be evaluated in the Initial Study section – Agriculture and Forestry Resources. Additionally, RCH, working with ECORP, will determine if any agricultural and/or open space easements are present within or adjacent to the proposed project and analyze the project for conformance with any easements.

Air Quality, Health Risk Assessment, Greenhouse Gas Emissions, and Odor Impacts

RCH will prepare the air quality analysis for CEQA that will be prepared pursuant to the Bay Area Air Quality Management District (BAAQMD)'s CEQA Air Quality Guidelines for assessing the significance of air quality impacts. The 30% Design Air Quality and GHG Emissions Study as well as the 30% Design Odor Impact Minimization Plan will be reviewed and augmented, as necessary, and the analyses will be incorporated into the CEQA/NEPA documentation. The methodologies, assumptions, and results will be fully documented within a technical report and summarized within the CEQA/NEPA documentation. Mitigation measures for the proposed project will be evaluated, if needed.

The construction and operational emissions within the available studies will be verified and augmented, if needed, along with its use of appropriate guidance documents. The analyses results will be compared to the BAAQMD's thresholds of significance. RCH will review the Health Risk Assessment (HRA) prepared in the 30% Design Study and modify and augment, as necessary, for the CEQA/NEPA documents. RCH understands that the 30% Design HRA includes both construction and operational phases of the proposed project. It will be assured that the HRA address proposed project health impacts on nearby receptors (existing residences, schools, and offsite workers). The County of Sonoma Climate Resilience Comprehensive Action Plan will be reviewed in the context of the proposed project. A GHG analysis of diverting organic materials per SB 1383 will also be conducted. Lastly, review of the available Odor Impact Minimization Plan will focus on the description of the potential odor impacts and the recommended mitigation measures.

Biological Resources

ECORP conducted multiple biological surveys for the project site from early 2024 to mid-2025 and is currently preparing a Biological Resources Assessment, Aquatic Resources Delineation Report, and special-status plant surveys for the proposed project. Preliminary research indicates a total of 2.910 acres of aquatic resources mapped within the study area. The implications of potentially affecting aquatic resources will be analyzed in the Initial Study section – Biological Resources. ECORP, under RCH's direction, will also evaluate any water features associated with the proposed project for the potential to attract waterfowl, as waterfowl could negatively impact airport operations. RCH will work with subconsultant ECORP to incorporate all relevant information from these reports and surveys into the Initial Study section – Biological Resources. This includes an evaluation of special-status species and/or habitats present on the project site,

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mitigation measures to reduce potential impacts, and consistency with relevant local, state, and federal ordinances and policies regarding biological resources.

Cultural Resources and Tribal Cultural Resources

RCH, working with ECORP will incorporate all relevant information from the Cultural Resources Inventory and Evaluation Report into the Initial Study section. This will include results of tribal consultation, literature review, field surveys, and records searches.

The results of the Cultural Resources Inventory and Evaluation Report pertaining to tribal cultural resources will be included in the Initial Study section – Tribal Cultural Resources. RCH, working with ECORP will assist the CEQA lead agency in consulting with California Native American tribes under Assembly Bill 52 (AB 52). At the direction and discretion of the County, ECORP may assist in drafting consultation letters, coordinating tribal meetings, maintaining the AB 52 administrative record, authoring CEQA sections, and providing technical support to the County in determining whether or not Tribal Cultural Resources will be significantly impacted by the project. Energy

RCH will prepare an energy section, which will assess whether the project could result in significant energy effect on the environment, including effects from the wasteful, inefficient, and unnecessary consumption of energy, and to assess whether the project could conflict with or obstruct state or local plans for renewable energy and energy efficiency. The 30% Design Air Quality and GHG Emissions Study as well as the Transportation Analysis Report will be reviewed and augmented, as necessary, and the analyses will be incorporated into the CEQA/NEPA documentation (i.e., estimated energy usage). Sources of energy consumption include on-road transportation, on-site equipment such as generators, and electrical usage. RCH will compare the project's energy use estimates to statewide, regional and local energy use and to relevant state and local plans for renewable energy and energy efficiency.

Geology, Soils, and Seismicity

RCH, working with Sutro Science, LLC., will prepare the Geology and Soils section that will characterize and document existing geologic and soil conditions at the project site and evaluate how those conditions may influence construction feasibility, operational safety, and long-term site performance. The analysis will be informed by County-provided 30 percent design plans, available geotechnical studies, landfill documentation, topographic surveys, and publicly available sources such as U.S. Geological Survey (USGS) and California Geological Survey (CGS) mapping, as well as relevant County records. No new subsurface exploration or laboratory testing is anticipated as part of this scope.

The environmental setting will describe regional and site-specific geology, including soil characteristics, native geologic units, and areas of engineered fill. Because the proposed compost facility would be developed in part over a closed landfill, the analysis will explicitly address the presence and condition of landfill materials, including their depth, extent, and known performance characteristics. Potential issues related to settlement, differential compaction, and interface conditions between landfill materials and native soils will be discussed in the context of the proposed grading and facility layout.

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The impact analysis will evaluate geologic and soil-related hazards relevant to the project, including seismic ground shaking, surface fault rupture, liquefaction, slope instability, erosion, and expansive or compressible soils. Regional and local fault systems will be identified, and their proximity and seismic history will be considered to characterize anticipated ground motion at the site. Proposed grading, drainage, and structural elements identified in the project plans will be reviewed to assess whether project implementation could exacerbate existing geologic hazards or expose people or structures to increased risk. Where impacts are determined to be significant, the analysis will identify feasible mitigation measures to reduce the severity, which could include design considerations, construction best management practices, or compliance with existing geotechnical recommendations.

Hazards and Hazardous Materials

RCH, working with Sutro Science, LLC. will prepare this section that will address both project-related hazardous materials considerations and external hazards that could affect the safety of the public and/or the environment. The environmental setting will summarize applicable federal, state, and local regulations governing hazardous materials management, as well as existing site conditions based on review of County records, prior environmental reports (including the Phase I ESA), and regulatory databases such as the California DTSC's EnviroStor and or the Water Board's GeoTracker.

The analysis will identify hazardous materials that may be used, handled, or generated during construction and operation of the compost facility, including fuels, oils, maintenance chemicals, compost feedstocks, and any leachate or landfill gas constituents from the closed landfill. Potential impacts related to accidental releases, fire or explosion hazards, worker exposure, transportation of hazardous materials, and emergency response capabilities will be evaluated. Existing hazardous materials handling procedures and regulatory compliance programs described in publicly available or County-provided documentation will be reviewed and summarized as part of the analysis.

In addition to site-specific hazardous materials considerations, this section will address hazards associated with the project's location adjacent to the County airport. The analysis will evaluate whether the proposed project could expose people or structures to safety risks associated with aircraft operations and/or excessive noise, and whether the project would interfere with local emergency response plans or airport safety planning. Consistency with applicable airport land use compatibility policies and coordination requirements under the FAA approval process will be considered as part of the analysis, as appropriate. Where impacts are determined to be significant, mitigation measures necessary to reduce severity will be identified and may include construction and operational best management practices, hazardous materials management protocols, or coordination with airport and emergency response agencies.

Hydrology and Water Quality

RCH, working with Sutro Science, LLC, will prepare the Hydrology and Water Quality analysis that will evaluate whether project construction and operation could result in significant environmental effects related to surface water and groundwater resources, including water quality, stormwater runoff, drainage patterns, erosion, sedimentation, and flooding. Sutro will

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develop a comprehensive regional and site-specific hydrologic setting using publicly available information, technical studies, flood hazard data, and County-provided materials. As part of this effort, RCH, working with Sutro will review the County's MS4/LID Requirements Analysis and related stormwater management documentation to evaluate consistency with applicable Municipal Separate Storm Sewer System (MS4) permit requirements and low impact development (LID) standards. If information gaps or inconsistencies are identified that limit CEQA analysis, RCH, working with Sutro will prepare a written information request describing the additional data or clarification needed.

Setting descriptions will address unique site conditions, including that the 24-bunker CASP system and finished compost canopies will be located on the closed landfill, while the receiving buildings will be on undeveloped ground. The impact analysis will consider drainage features and surface water resources in the project vicinity, including mapped wetlands, evaluate proposed stormwater management controls, and assess potential impacts associated with processing up to 70,000 tons per year of organic material. The analysis will also evaluate whether proposed site design features, including impervious surfaces and drainage improvements, are consistent with applicable LID performance standards and hydromodification management requirements under the County's MS4 permit.

RCH, working with Sutro will assess the performance of proposed stormwater and leachate collection, storage, and reuse facilities under routine and extreme storm (e.g., 25-year, 24-hour storm events) conditions and evaluate the potential for off-site flooding, erosion, sedimentation, or water quality degradation. The analysis will also consider changes to the local hydrologic regime, including altered drainage pathways, changes in stormwater flow volume and velocity, and potential effects on receiving waters, including the potential for hydromodification.

Land Use Planning

RCH, working with ECORP will prepare the analyses for Land Use and Planning.

The County will provide a General Plan Consistency determination memo for use in the preparation of this section. Additionally, RCH, working with ECORP will analyze the implications of the project being located outside of the Urban Services Area. The project will be analyzed for compliance with the goals and objectives of the County Strategic Plan.

Noise and Vibration

RCH will prepare a Noise and Vibration analysis for the project's CEQA/NEPA documents. RCH previously prepared a Noise Technical Report pursuant to the Permit Sonoma Guidelines for the 30% Design Sonoma County Airport Compost project that included short- and long-term noise measurements of the existing environment (from 2025). Because the measurements are current, no additional noise measurements are proposed. The Noise Technical Report is currently in County review and is expected to be finalized in early 2026. The Noise and Vibration analysis will incorporate the findings of the Noise Technical Report into the CEQA/NEPA documents. This will include all applicable regulatory requirements, site-specific noise measurement results, and a summary of the impacts from construction and operation of the project.

Transportation

RCH, working with W-Trans will review the proposed project's description and site plans to determine consistency with the assumptions contained in the transportation impact study (TIS) prepared for the project's initial 30 percent design. Differences in daily and peak hour trip estimates, as well as passenger car equivalents (PCE), if any, will be quantified and described. The project's characteristics will also be assessed to determine consistency with the vehicle miles traveled (VMT) analysis and findings contained in the original TIS. Findings and recommendations contained in the original TIS pertaining to consistency with adopted transportation plans, effects on non-auto modes, safety, hazards, and emergency access will also be assessed to determine if updates or modifications are needed. Any additional or modified improvements needed to meet applicable significance thresholds will be identified as mitigation measures. For NEPA purposes, the project's consistency with the traffic operations (Level of Service) analysis contained in the original TIS will also be assessed, including determination of whether differences in trip or PCE levels would be expected to result in changes to conclusions or result in adverse operating conditions.

RCH, working with W-Trans will prepare a standalone draft letter report summarizing the project's consistency with transportation CEQA topics addressed in the original TIS. The letter will be updated and finalized following review by the project team and County staff.

Public Services, Utilities, and Service Systems

RCH, working with ECORP will analyze what utilities exist and if they are sufficient to serve the project. Any required expansion of utilities or facilities will be noted in the Initial Study section – Utilities and Service Systems.

Alternatives to the Proposed Project

RCH, in conjunction with County staff, will identify project alternatives. RCH will describe the reasons for selecting the alternatives to the Project, analyze and provide an assessment of potential impacts associated with each of the various alternatives identified by the County, and provide a listing of environmental advantages and disadvantages of each alternative. Four alternatives will be analyzed. In addition to the build alternatives, the CEQA-mandated No Project Alternative will be presented and analyzed in the EIR.

RCH will provide summary tables that compare the environmental effects of each of the alternatives, compared to the proposed project and a table that evaluates how the alternatives meet (or don't achieve) the project objectives.

Additional Sections Required in an EIR

In addition to the topical areas listed above, RCH will prepare an analysis of all other sections required under CEQA for an EIR, including:

- Significant Unavoidable Adverse Impacts;
- Growth Inducing Impacts;
- Cumulative Impacts;

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- Effects Found Not to be Significant;
- Alternatives to the Proposed Project; and
- Mitigation Monitoring and Reporting Program

Cumulative Impacts

As defined in the State CEQA Guidelines Section 15355, Cumulative Impacts refer to two or more individual effects which, when considered together, are considerable or which compound or increase other environmental impacts. RCH will work with the County to identify and compile a list of past, present, and reasonably foreseeable projects likely to produce related or cumulative impacts. RCH will develop a summary of the environmental impacts likely to result from the above-identified projects and will conduct an analysis of the potential cumulative impacts of all related projects. Feasible mitigation measures will be identified that could be incorporated into the overall project design to reduce potentially significant adverse cumulative impacts, if any.

Under CEQA, there are two commonly used methodologies for establishing the cumulative impact scenario—the “list approach” and the “projections approach.” The list approach uses a “list of past, present, and probable future projects producing related or cumulative impacts” (CCR, tit. 14, § 15130(b)(1)(A)). The projections approach uses a “summary of projections contained in an adopted local, regional or statewide plan, or related planning document, that describes or evaluates conditions contributing to the cumulative effect” (CCR, tit. 14, § 15130(b)(1)(B)).

RCH proposes using the list approach for this project to provide an understanding and context for analyzing the potential cumulative effects related to the proposed project. The project list will supplement the cumulative analysis with information on specific projects that are proposed or under construction in the area surrounding the proposed project.

Public Review Draft EIR (DEIR)

RCH will respond to comments from the Lead Agency and prepare a Public Draft EIR. This task will include preparation of a Screen Check Public Review Draft EIR for the Lead Agency to review before it is published.

Deliverables: Draft EIR and Notice of Availability (electronic copy to County)

Task 3a3) Response to Comments Final EIR

The Final EIR will include:

- Responses to Comments received on the Draft EIR.
- The Draft EIR with all revisions including any errata/clarifications OR the list of revisions in redline organized by page location in the Draft EIR.
- Copies of all comment letters received on the Draft EIR; and
- A full listing of all persons, organizations, and public agencies commenting on the Draft EIR.

Following the close of the 45-day public review period, RCH will prepare draft responses to comments received on the Draft EIR. RCH will submit written responses to the comments and

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will prepare the Administrative Final EIR documents which include all comments, both oral and written, submitted on the Draft EIR.

The screencheck Final EIR will be prepared based on staff's recommendations and revisions to the Administrative Final EIR. A second screencheck Final EIR will be reviewed by the County prior to publication of the Final EIR. Once the document is reviewed and approved, RCH will provide the County with copies of the County-approved Final EIR with appendices and exhibits.

Mitigation Monitoring and Reporting Program

A Mitigation Monitoring and Reporting Program (MMRP) will be prepared for the specific mitigation measures identified in the Final EIR. It will describe how the measures will be implemented, including timing of implementation, responsible agencies, and monitoring and reporting components. An MMRP will also be prepared if the County approved a MND.

If the County certifies the Final EIR or MND and votes to approve the Projects, RCH will provide the County with a draft of the Notice of Determination (NOD) for review and approval. Once approved, RCH will prepare a final version and file the NOD with the State Clearinghouse. The NOD will indicate the final action/outcome taken by the County Supervisors with respect to the Final EIR and Project. The NOD will also report whether a Statement of Overriding Considerations was adopted for the Project and the location of all related materials available for review by the public.

Deliverables: Draft/Final CEQA documents(s) and notices; presentation materials, organized files and supporting documentation for the Administrative Record.

Task 3b) Noticing & Filings

As directed by County, RCH, working with Craig, will prepare and place the following notices in the local newspapers (e.g., Press Democrat, Sonoma Index Tribune and/or Petaluma Argus-Courier) and coordinate placement in the Federal Register as appropriate:

- Scoping meeting notice
- Notice of Availability of Draft CEQA/NEPA documents
- Final CEQA public hearing notice
- Project approval/Record of Decision notice

As directed by County, to support community understanding of the project, RCH, working with Craig, will prepare the following supplemental documents. These would be updated at each milestone during the CEQA/NEPA process.

- Press release: Announce comment periods/hearings and final project determinations. RCH, working with Craig would write the release for County Public Information Officer's use and track earned media.
- Social media: Develop simple text and graphics for posts to the County's Facebook and Instagram accounts announcing upcoming outreach opportunities.

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- Email updates: Prepare and distribute email updates to interested stakeholder lists announcing comment periods, hearings and final project actions.

RCH and Craig will coordinate with the County on mailings as necessary.

Task 3c) Agency Coordination

RCH team members will attend meetings as directed by the County. RCH, working with Craig will provide meeting coordination, track action items and disseminating meeting notes.

Deliverables: Meeting agendas, meeting notes

Task 3d) Public Review Support

As directed by County, RCH, working with Craig will prepare presentations and handouts using plain language and graphics to facilitate community understanding. One dry run will be coordinated for each public meeting/hearing. Two Craig staff will attend each meeting: one to assist with presentation facilitation and outreach questions and one to take notes. Notes will be distributed promptly, within 48 hours.

As directed by County, the RCH project management team and select other team subconsultants, as appropriate, will be represented at all public meetings to address the status of the CEQA/NEPA reviews and provide overview presentations of the technical reports.

Task 3e) Administrative Record

RCH will coordinate with County Counsel on subconsultant items that need to be part of the Administrative Record and we will prepare a searchable PDF Administrative Record organized per County Counsel guidance.

Task 4. NEPA (FAA Lead/Coordination)

Prepare FAA-ready documents and supporting materials consistent with FAA Order 1050.1G (or successor), including graphics and technical appendices.

Task 4a1) Prepare Draft EA

Prepare Project Description, Project Purpose and Need

Prepare a project description and a detailed purpose and need statement for the proposed project. The project description will define the project, and it will be developed through careful consideration of the statutory objectives of the proposed Federal action (i.e., unconditional approval of the proposed project).

Provide a Preliminary draft of the chapter for review by County staff prior to FAA delivery. RCH working with Mead & Hunt will incorporate comments from County staff and prepare a revised Preliminary-draft chapter for review by the FAA.

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Deliverables

- Preliminary-draft project description, purpose, and need chapter for review by County staff.
- Revised Preliminary-draft chapter for review
- Project description, purpose, and need chapter for incorporation into the Draft EA.

Prepare Proposed Action and Alternatives

RCH working with Mead & Hunt will describe alternative sites that were considered by the project proponent and dismissed during the project's site selection process.

RCH working with Mead & Hunt will submit a Preliminary-draft document to County staff for review. Following submission of the Preliminary-draft document, RCH working with Mead & Hunt will incorporate comments from County staff and prepare a revised Preliminary-draft for submission to FAA. RCH working with Mead & Hunt will incorporate any pertinent comments and prepare a Draft Alternatives chapter for publication in the Draft EA.

Deliverables:

- A Preliminary-draft Project Alternatives chapter for review by County staff.
- A revised Preliminary-draft Project Alternatives chapter for review by FAA.
- Mead & Hunt participation in teleconference with FAA and County staff.
- Alternatives chapter for publication in the Draft EA.

Identify the Affected Environment and Environmental Consequences

RCH working with Mead & Hunt will summarize the existing environment in Chapter 4 of the EA by describing each environmental resource category identified in FAA Order 1050.1G and include a traffic analysis using data developed in conjunction with CEQA studies. In the event that a specific resource is not present or would not be affected by the proposed project, a statement will be provided to indicate why the resource will not be affected and will not be evaluated or discussed further in the EA.

The technical analysis and analytical results will be documented in accordance with guidance for each impact issue/categories as identified in current FAA guidance and previously developed data pertaining to project-related traffic. The impact analysis will be presented as chapter 5 of the EA. The following resource categories and potential project related impacts will be documented in the EA document.

- **Aviation Emissions and Air Quality:** The discussion will clarify that the proposed project will not affect aircraft operations and their associated emissions. Data pertaining to the required emissions inventory, project construction- and operation-related air emissions will be provided to Mead & Hunt by other RCH team members. The impacts analysis will be based on the projected construction schedule, vehicles/and equipment, type of fuel used, vehicle/equipment utilization rates, and the year in which construction is anticipated. Emissions of National Ambient Air Quality Standards (NAAQS) priority pollutants associated with construction will be evaluated.

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- **Biological Resources:** Using available biological data developed to facility project compliance with CEQA and USDA requirements, RCH working with Mead & Hunt will identify the potential presence of federally endangered species in the project area in accordance with the Endangered Species Act (ESA), and prepare a discussion of biological resources for the EA.

RCH working with Mead & Hunt will evaluate and document potential impacts to biological resources including federal and state listed threatened or endangered species, candidate species, and their critical habitats. If necessary, RCH working with Mead & Hunt will assist the FAA in necessary coordination with the U.S. Fish and Wildlife Service (USFWS).

- **Coastal Resources:** RCH working with Mead & Hunt will provide a statement to clarify that the proposed project is not located in a coastal area, and coastal zone management regulations and policies will not apply to the proposed project.
- **Department of Transportation Act: Section 4(f):** RCH working with Mead & Hunt will identify and document the presence of any Section 4(f) resources in the project area vicinity. RCH working with Mead & Hunt will evaluate and document potential effects to Section 4(f) properties as outlined in current FAA guidance. Consideration will be given to potential uses of such properties, including direct use and constructive use.
- **Farmlands:** RCH working with Mead & Hunt will review soils maps to identify and document the presence of prime farmland, unique farmland, and farmland classified as “other than prime or unique” that is of statewide or local importance in the vicinity of the project site. Using data provided by Natural Resources Conservation Service and the County, RCH working with Mead & Hunt will evaluate and document the extent to which prime and unique farmland, could be affected by the proposed project.
- **Hazardous Materials, Solid Waste, and Pollution Prevention:** RCH working with Mead & Hunt will identify and document the presence of known hazardous waste generators and sites in the project vicinity using available information from federal EPA and State of California websites. Additionally, a records review will be conducted to identify current and past uses of hazardous materials or other conditions that may be pertinent to the proposed project. Data provided in the previously developed Phase I Environmental Site Assessment prepared for proposed project will be incorporated into the analysis.

RCH working with Mead & Hunt, will identify the potential effects of the proposed project on known hazardous materials. RCH working with Mead & Hunt, will also address the disposal of excavated soils and project-related construction. The use or storage of hazardous materials during construction and operation of the proposed microgrid will also be addressed.

- **Historical, Architectural, Archeological, and Cultural Resources:** As the federal Lead Agency, the FAA is responsible for conducting coordination with the State Historic Preservation Officer /Tribal Historic Preservation Officer (SHPO/THPO). Although the County will conduct outreach to potentially affected tribes to support CEQA, FAA must conduct a separate tribal outreach effort for NEPA. RCH working with Mead & Hunt will assist FAA by developing draft materials for tribal consultation in accordance with Section 106 of the National Historic Preservation Act.

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Using the cultural resources report prepared in support of the CEQA compliance, RCH working with Mead & Hunt will identify and document cultural resources in the project vicinity that are listed or may be eligible for inclusion on the National Register of Historic Places (NRHP). RCH working with Mead & Hunt will evaluate potential resources using the criteria of effect presented in 36 CFR 800.9.

- Land Use: RCH working with Mead & Hunt will review airport planning documents and local land use maps, comprehensive plans, zoning ordinances, recreation maps, the Airport Land Use Compatibility Plan (ALUCP), and other applicable plans to determine the potential effects of the proposed action on airport operations and proposed development in the project vicinity. RCH working with Mead & Hunt will evaluate and document the potential impacts of the proposed project on land use compatibility or on existing and/or future land uses in the area as a result of construction and operation of the proposed project. The land use analysis will be provided to the project team for incorporation into the CEQA Analysis.
- Natural Resources and Energy Supply: RCH working with Mead & Hunt will identify and document energy demands, and natural resource consumption associated with the project and prepare a qualitative evaluation of the potential change in energy consumption that would occur as a result of project construction and operation/Data for the discussion of facility-related energy use will be provided RCH.
- Noise and Noise-Compatible Land Use: RCH working with Mead & Hunt will identify and describe the land uses surrounding the Airport and disclose existing aircraft noise exposure throughout the project site. RCH working with Mead & Hunt will document that noise from the proposed project will not affect aircraft operations; however, temporary noise effects could be associated with project construction, and construction workers may be exposed to aircraft noise. RCH working with Mead & Hunt, will prepare and document a qualitative discussion of noise and compatibility associated with the proposed project in an area that is exposed to aircraft noise, the potential for construction workers to be exposed to aircraft noise, and the temporary effects of temporary construction noise. Noise analyses associated with project construction and operation will be provided by RCH team members for inclusion in the EA, and no additional noise studies or modeling efforts are anticipated.
- Socioeconomics and Children's Environmental Health and Safety Risks: RCH working with Mead & Hunt will evaluate and document potential and induced socioeconomic impacts resulting from the proposed project. The impact analysis will consider both beneficial and adverse induced economic impacts.

RCH working with Mead & Hunt will identify and assess environmental health risks and safety risks that could disproportionately affect children. Environmental health risks and safety risks include those risks to health or safety that are attributable to products or substances that a child is likely to come in contact with or ingest, such as air, food, drinking water, recreational waters, soil, or products they might use to which they may be exposed.

- Visual Effects including Light Emissions. Although no Federal regulations govern light emissions or visual intrusions, RCH working with Mead & Hunt, will review and

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document local policies and regulations associated with light emissions and visual effects. A basic description of airfield facilities, lighting, and scenic vista view sheds at and near the Airport will be included in this section.

The proposed qualitative analysis will identify the potential for the proposed project to interfere with air navigation at STS and the potential for light poles to create obstructions to navigable air space. The evaluation of light emissions and visual effects will also consider the potential for the proposed project to affect nearby sensitive receptors, such as nearby residents.

- **Water Resources:** RCH working with Mead & Hunt will describe water resources on or near the project site including surface water groundwater, and floodplains, wetlands, and wild and scenic rivers, as well as water quality. RCH working with Mead & Hunt will evaluate and document the effects of the proposed project on water resources including wetlands, floodplains, surface waters, groundwater, and water quality. RCH working with Mead & Hunt, will review project-related grading plans to determine whether changes to floodplains or drainage would occur. Preliminary construction and grading plans will be reviewed.
- **Cumulative Impacts:** RCH working with Mead & Hunt will assess each environmental resource/impact category to determine whether potential cumulative impacts would result from the proposed action. Any potential impacts will be considered within the context of past, present, and reasonably foreseeable projects at the Airport and its immediate vicinity to identify potential cumulative impacts. The extent of the study area for cumulative impacts will vary according to the resource evaluated.
- **Mitigation Measures and Best Management Practices.** Each resource discussion in the EA will include a description of proposed environmental commitments and mitigation measures that can be implemented to avoid or minimize the significance of potential project-related impacts.

Using the technical reports provided by the County and other project team members, RCH working with Mead & Hunt will identify Mitigation Measures and Best Management Practices (BMPs) that can be implemented to avoid or minimize potential adverse effects of the proposed action and its alternatives. Mitigation measures and environmental commitments identified in the CEQA analysis and documentation will be carried forward into the NEPA document as either avoidance and conservation measures or mitigation measures.

RCH working with Mead & Hunt will provide a Preliminary draft of the Affected Environment and Environmental Consequences chapters for review by the County staff prior to FAA delivery. Following their review, RCH working with Mead & Hunt will incorporate comments from County staff and prepare a revised Preliminary-draft chapter for review by the FAA. If necessary following FAA review, RCH working with Mead & Hunt will facilitate a teleconference with FAA and County staff to address questions. We will document the comments received during the teleconference and incorporate pertinent comments into a revised Environmental Consequences chapter for publication in the Draft EA.

RCH working with Mead & Hunt will provide coordination with County staff and affected agencies to develop and document the Affected Environment and Environmental

Exhibit A: Scope of Work

Consequences chapters of the EA. RCH working with Mead & Hunt will provide a Preliminary draft of both chapters for review by County staff. RCH working with Mead & Hunt, will incorporate comments from County staff and prepare a revised Preliminary-draft chapters for review by the FAA. If necessary following FAA review, RCH working with Mead & Hunt will facilitate a teleconference with FAA and County staff to address questions. Deliverables:

- A Preliminary-draft Affected Environment chapter and Environmental Consequences chapter for review by County staff.
- Ongoing coordination with the FAA and cooperating agencies;
- Participation in teleconferences with the FAA and County staff.
- Affected Environment and Environmental Consequences chapter for inclusion in the EA.

Prepare Complete Preliminary-Draft EA –County and FAA Review

RCH working with Mead & Hunt will prepare a complete Preliminary-Draft EA including tables, graphics, and appendix material for submission to County staff (including Airport staff). All deliverables will be provided as an electronic deliverable for distribution by the RCH. RCH working with Mead & Hunt will participate in meetings to discuss the Preliminary-draft EA. RCH working with Mead & Hunt will document the comments received and distribute meeting notes to reviewers and provide a revised Preliminary-draft EA for FAA review within two (2) weeks of the meeting.

Deliverables:

- An electronic version of the Preliminary-Draft EA.
- Facilitation of a teleconference to discuss the Preliminary-Draft EA
- Meeting notes to document comments received on the Preliminary-Draft EA.
- Revised Preliminary-Draft EA

Prepare Draft EA

Within four (4) weeks of the receipt of FAA comments on the Preliminary-Draft EA, RCH working with Mead & Hunt will address comments and prepare a Draft EA for review by County staff and RCH team. Revisions will be presented using track-changes mode. Upon acceptance of the proposed revisions, the Draft EA will be forwarded to FAA for review.

Upon completion of agency review of the Draft EA, we will facilitate a meeting or teleconference with County staff and the project team to discuss Draft EA document. Following the teleconference, we will prepare a revised Draft EA for distribution to the FAA.

Deliverables:

- An electronic version of the Draft EA.
- Facilitation of a meeting to discuss the Draft EA
- Meeting notes to document comments received on the Draft EA.
- Revised Draft EA for FAA review.

Exhibit A: Scope of Work

Prepare Screencheck Version of the Draft EA for Agency Review

Within one (1) week of the receipt of FAA comments on the Draft EA, RCH working with Mead & Hunt will respond to comments and prepare a screencheck version of the Draft EA for review by County staff and FAA. The screencheck will be presented as an electronic deliverable that highlights responses to agency comments on the Draft EA. RCH working with Mead & Hunt will facilitate a teleconference within one (1) week of the delivery of the screencheck Draft EA.

Deliverables:

- Screencheck copy of the Draft EA for review by Sonoma County and the FAA.
- Participation in a meeting or teleconference to discuss the Draft EA
- Meeting notes to document comments received on the Draft EA.

Prepare Notice of Availability

RCH working with Mead & Hunt will prepare a Notice of Availability (NOA) of the Draft EA for publication in a newspaper of general circulation. The notice will identify the locations where the draft will be available for public review, the duration of the review period, and whom to contact with questions. The County staff will be responsible for the submission of the NOA to the local paper and associated fees.

Deliverables:

- Draft and final NOA text for County submission to a newspaper of general circulation.

Prepare Draft EA for Public Circulation

After review and approval of the Screencheck EA by County and FAA, RCH working with Mead & Hunt will prepare hard copies and flash drives containing the Draft EA files for distribution and public review at STS County offices, and additional locations identified by the County

Deliverables:

- Hardcopies of the Draft EA and Appendices.
- Copies of the Draft EA and Appendices in USB format.
- Distribution of Draft EA copies to locations approved by the County.

Task 4a2) Prepare Final EA and Finding of No Significant Impact (FONSI)

Following the circulation of the Draft EA, RCH working with Mead & Hunt will work with the County, project team members, and the FAA to develop a Final EA that responds to comments received from the public.

Prepare Draft-Final EA for Agency and FAA Review

RCH working with Mead & Hunt, will revise the EA document and appendices as necessary to respond to comments received from the public, stakeholders, and agencies. A Preliminary-Final EA will be prepared for review by County staff and project team members.

Following delivery of the Preliminary-Final EA, RCH working with Mead & Hunt will participate in a teleconference to discuss comments on the Preliminary-Draft Final EA and incorporate

Exhibit A: Scope of Work

pertinent comments. Following the teleconference, RCH working with Mead & Hunt will prepare a Draft-Final Report for FAA review.

The FAA is responsible for FONSI preparation, and RCH working with Mead & Hunt will assist the FAA by providing data or draft language as requested.

Following FAA review and FONSI preparation, RCH working with Mead & Hunt, will participate in a teleconference with FAA and the County to discuss the Draft-Final EA. RCH working with Mead & Hunt will incorporate FAA comments.

Deliverables:

- Preliminary-Final EA for review by County staff and team members.
- Participation in meetings to discuss the Preliminary-Final EA.
- Draft-Final EA for review by the FAA
- Participation in meetings with FAA to discuss the Final EA.
- Support to the FAA in the drafting of a FONSI upon request.

Prepare Screencheck Version of the Final EA for Agency Review

Following FAA comments on the Draft-Final EA, RCH working with Mead & Hunt will respond to comments and prepare a screencheck version of the Final EA. The screencheck will be presented as an electronic deliverable that highlights responses to agency comments on the Draft-Final EA. RCH working with Mead & Hunt will facilitate a meeting or teleconference with County staff and FAA within three (3) days of the delivery of the screencheck Final EA.

Deliverables:

- Screencheck copy of the Final EA for review by County staff and the FAA.
- Participation in a teleconference to discuss the Screencheck Final EA within one (1) week of screencheck completion.

Prepare Notice of Availability of Final EA

RCH will prepare a NOA of the Final EA/FONSI for publication in a newspaper of general circulation. The notice will identify the locations where the Final EA/FONSI will be available, the duration of the review period, and whom to contact with questions. The County will be responsible for publishing and paying all fees for notice publication.

Deliverable:

- NOA of Final EA in an electronic format to County

Prepare and Circulate Final EA

Within one (1) week of agency approval of the Screencheck Final EA, RCH working with Mead & Hunt will prepare hard copies and flash drives with electronic copies of the Final EA for distribution and public review at FAA's office and designated locations in Sonoma County for review.

Exhibit A: Scope of Work

Deliverables:

- Hardcopies of the Final EA and appendices.
- Final EA and appendices in an electronic/flash drive format.
- Distribution of Final EA copies to locations approved by the County.
- Assistance in FONSI preparation at the request of the FAA.

Prepare Administrative Record

Following approval of the Final EA, RCH working with Mead & Hunt will prepare and transmit the administrative record for the proposed project to the RCH. Files will be transmitted electronically using email.

Task 4b) Agency Coordination

Throughout the development of the Draft EA, RCH working with Mead & Hunt team members will assist with FAA with agency coordination. RCH working with Mead & Hunt will attend virtual meetings/teleconferences with FAA and resource agencies during agency scoping and document questions received. Specific agencies for which scoping may be required include, but are not limited to:

- U.S. Fish and Wildlife Service
- State Historic Preservation Office
- CA Department of Toxic Substances
- Airport Land Use Commission

In addition to agency/scoping coordination, RCH working with Mead & Hunt will work with FAA in the development of project-related analyses associated with the EA and during the review of the preliminary-draft and Draft EA documents as described in Task 4a.

Deliverables:

- Participation in teleconferences with regulatory agencies
- Meeting materials
- Meeting notes

Task 4c) Public Meeting Support (incl. Spanish)

As directed by County, RCH working with Mead & Hunt will work with RCH's team to provide support for public workshops. Deliverables include:

- Developing figures or boards for use at the public workshop.
- Attend public workshops.
- Reviewing meeting materials and messaging prior to publication.
- Documenting attendance and questions received on the Draft EA during meetings.

Review and Respond to Public Comments

Exhibit A: Scope of Work

RCH working with Mead & Hunt will collect, organize, and review comments received during the comment period, and prepare a draft response to each pertinent comment. RCH working with Mead & Hunt will prepare and provide a Draft Response to Comments Report to County Staff and the FAA for review and comment. RCH working with Mead & Hunt will facilitate and participate in a teleconference and revise the responses. RCH working with Mead & Hunt will prepare a Final Response to Comments Report, which will become an appendix to the Final EA.

Deliverables:

- Draft Response to Comments Report for delivery to the Airport and FAA.
- Participation in meetings to discuss the Draft Response to Comments Report.
- Final Response to Comments Report.

Task 5. Administration

a) Electronic File Management

RCH uses Box.com for file management and collaboration. Box can assign permission levels of access for role-based access by County staff.

b) Public Records Act (PRA) Support

The RCH team will be available to support responses to PRA requests. RCH will assist with timely, coordinated responses to PRA requests including preparing response packages and providing supporting records.

c) Templates & Accessibility

RCH will follow all County templates and meet federal accessibility standards for public-facing website materials.

d) Schedules & Budget Management

RCH (including subconsultants) are all experienced professionals that have to address budgets and schedules on all projects. in project management. The bi-weekly check-ins with the County staff and the monthly invoices that include percent completed by task will be three check-ins every month to highlight and address any issues related to schedules and budget.

e) Stakeholder Coordination

RCH will coordinate with Supervisorial District staff and partner agencies as directed. This may include helping staff respond to stakeholder inquiries, scheduling briefings with interested parties and preparing supporting communications.

f) Communications Support

RCH, with support from Craig, will work with the County to develop supporting communications to ensure consistent messaging and proactive media response. All materials will use plain language and graphics.

g) Written Products

In addition to the recommended collateral above, RCH, working with Craig will assist the County in preparing memos, responses to public inquiries, etc., as requested. The RCH team includes substantial depth of knowledge and expertise in CEQA/NEPA, composing and environmental resource topics. Written products are our products in most cases, so we are ready to assist in this effort.

h) Meeting Facilitation

RCH, working with Craig staff, will be available as a point-of-contact to answer questions and coordinate logistics, schedule and facilitate meetings with stakeholders as needed during the environmental review period. RCH, working with Craig will maintain a project contact log that tracks all stakeholder interactions and how they were addressed that can be included as an appendix in CEQA/NEPA documents.

i) QA/QC

Dan Sicular, Ph.D. of RCH is designated as our QA/QC lead. He will conduct some of the CEQA/NEPA technical and editorial review and set up a process for this project to track technical and editorial reviews of for all written products. He will develop a style sheet to track common language preferences for this project.

Deliverables: Outreach strategy; talking points/FAQs, fact sheet, media holding statement, webpage copy. PRA request assistance and response packages. Ten additional stakeholder meetings and supporting notes. Additional written and stakeholder communications as requested by the County. Stakeholder contact log.

Task 6. Hearings

RCH and subconsultants will provide support and attend hearings, as needed.

Task 7. Contingency

To maintain flexibility for unforeseen needs, a contingency budget for additional services is contemplated by the Agreement. Prior written approval by County shall be obtained by RCH for any work proposed to be provided on this basis. Such work will be provided at the rates provided by this Agreement and may include additional consultant support requested by County, supplemental/updated technical studies, additional outreach meetings; extended comment

Exhibit A: Scope of Work

periods; litigation support (e.g., record certification support, expert declarations), agency meetings, and PRA requests.

Schedule

Our team is prepared to immediately commence work upon signed authorization. Our team will do what we can to keep the CEQA and NEPA processes moving forward at an aggressive pace. The following shows our proposed schedule for the completion of the CEQA EIR and NEPA EA. The proposed schedule is a start date of May 1, 2026¹. The schedule assumes all preliminary NEPA EA work is done concurrently throughout the CEQA phase enabling the Draft EA to be submitted to the FAA for review immediately following EIR Certification by the County. The schedule dates would shift directly in relation to any earlier or later start date. RCH will keep the County apprised of expected dates that administrative Draft documents will be ready for County review.

¹ Note that the schedule does not include firm dates for meeting and hearings and county review times are estimates.

Exhibit A: Scope of Work

Task	Duration (Calendar Days)	Start Date	Completion Date
Initiate Project/Project Kickoff	1	5/1/2026	5/2/2026
Kick-off Meeting and Site Visit	30	5/3/2026	6/2/2026
Document Review and Gap Analysis	30	6/3/2026	7/3/2026
Prepare Administrative Draft Initial Study (IS)	150	7/4/2026	12/1/2026
County Review of Draft IS and EIR Decision	60	12/2/2026	1/31/2027
Prepare and Circulate EIR Notice of Preparation/Public Scoping Meeting, NEPA Coordination and Scoping	30	2/1/2027	3/3/2027
Prepare Administrative Draft EIR (DEIR)	90	3/4/2027	6/2/2027
County Review of Administrative DEIR	45	6/3/2027	7/18/2027
Revise Administrative DEIR; County Review and Publish DEIR	90	7/19/2027	10/17/2027
Circulate DEIR (45 day Public Review)/ Prepare Administrative Draft NEPA EA	45	10/18/2027	12/2/2027
Respond to Public Comments on DEIR/Prepare Administrative Final EIR (FEIR)	60	12/3/2027	2/1/2028
County Review of Administrative FEIR	30	2/2/2028	3/3/2028
Revise Administrative FEIR; County Review and Publish FEIR	30	3/4/2028	4/3/2028
Findings of Overriding Considerations (if necessary)	7	4/4/2028	4/11/2028
Public Hearing and EIR Certification	14	4/12/2028	4/26/2028
Submit NEPA Draft Environmental Assessment (EA) to FAA	5	4/27/2028	5/2/2028
FAA 30 Day Review	30	5/3/2028	6/2/2028
Respond to FAA Comments/Prepare Screencheck Draft EA for County and FAA Review	7	6/3/2028	6/10/2028
County and FAA Review of Screencheck Draft EA	30	6/11/2028	7/11/2028
Prepare Notice of Availability and Draft EA for Public Circulation	30	7/12/2028	8/11/2028
30-Day NEPA Review Period (Including Public Workshop)	30	8/12/2028	9/11/2028
Prepare Draft Final EA and Response to Comments for County and FAA Review	45	9/12/2028	10/27/2028
FAA 30 Day Review and FONSI Preparation	30	10/28/2028	11/27/2028
Prepare Notice of Availability, Prepare Final EA/FONSI, and circulate for Public Review	40	11/28/2028	1/7/2029
Administrative Record and Project Completion	30	1/8/2029	2/7/2029

Cost of Service

Cost Assumptions:

- RCH will prepare monthly time and materials invoices based on the attached rate sheets for RCH and its subconsultants. Compensation for indirect costs, overhead, and profit (collectively "Markups") is strictly limited to a cumulative total of 15% above the actual direct cost of the work, regardless of the number of subconsultant tiers involved and no single tier (including RCH) may mark up direct costs by more than 10%. RCH is responsible for managing the allocation of this 15% fee among its subconsultants. The County will only reimburse the actual, documented direct costs of lower-tier subconsultants plus a single, non-compounded markup. RCH shall require its subconsultants to provide "transparent" invoicing that distinguishes between direct costs and applied markups to ensure compliance with this provision.
- RCH will prepare a robust, detailed Initial Study as shown in Subtask 3a. Following the County decision on whether to do an EIR or MND, RCH will then implement Subtask 3(a)(1) if the decision is to prepare an MND. Alternatively, if the EIR path is chosen, RCH will implement Subtasks 3(a)(2) and 3(a)(3) (the Draft and Final EIR).
- This scope assumes up to two rounds of revisions from the County for the Administrative Draft EIR, the Screencheck Draft EIR, and the Final EIR documents.
- This scope includes two rounds of review for all technical reports. The County will provide comments in a single combined document.
- Costing assumptions were based on our team's understanding of the 30% design plans.
- The cost estimate includes 380 hours of effort for RCH and subconsultants to prepare the Response to Comments Final EIR (if the EIR pathway is chosen). A contract amendment may be required if the effort to respond to comments exceeds this hour allocation.
- The budget assumes a schedule of 3 years to complete the CEQA/NEPA, if the project extends beyond 3 years, a contract amendment may be required, if SOW hours are not still available. The agreement will be for three years with two optional 1-year extensions.
- The recurring monthly activities (scheduling, budgeting, bi-weekly conference calls, invoicing) are estimated, assuming the 3 year schedule to complete the CEQA/NEPA.
- Hourly rates are subject to increases as identified in the Rate/Fee Schedules that follow in this Section IV. Hourly rate increases will not exceed two percent (2%) per year.
- Our cost assumes that we can flex hours between different tasks in the budget depending on the actual effort needed for the tasks (compared to the estimated efforts).

- To maintain flexibility for unforeseen needs, Consultant has provided a contingency for additional services. Such work will only be authorized by County in writing and will be based on the consultant's approved rate sheet and may include consultant support, supplemental/updated technical studies, additional outreach meetings; extended comment periods; litigation support (e.g., record certification support, expert declarations).

Table COST-1 Proposal for the Sonoma County Compost Facility CEQA/NEPA 3/27/2026		RCH Group - Project Total Cost															PROJECT TOTAL COST				
		RCH								Direct Costs		Subconsultant Totals									
		RCH	Paul Miller	Dan Jones	Dan Sicular	Mike Ratte	Luis Rosas	Word Processing	Graphics	RCH HOURS	RCH LABOR COSTS	Travel & Supplies	Printing & Newspaper	Mead & Hunt, Inc.	ECORP	Craig Communications		Sutro Science, LLC	SCS Engineers	W-Trans	Total Direct Costs plus 10%
Employee category bill rate: (\$/hr)		\$190	\$160	\$190	\$180	\$130	\$95	\$150													
TASKS:		(Hours per person per task)																			
1. Project Management & Coordination									0	\$0			\$0	\$0	\$0	\$2,035	\$0	\$0	\$2,239	\$2,239	
1a Kickoff Meetings & Site Visit (2 conference calls/ 1 site visit)		12	12	8					32	\$5,720	\$225		\$0	\$0	\$5,986	\$2,960	\$1,280	\$0	\$11,496	\$17,216	
1b Document Review & Gap Analysis		20	20	40	32	8			120	\$21,400			\$0	\$0	\$0	\$9,805	\$6,376	\$0	\$17,799	\$39,199	
1c Bi-weekly Check-Ins		78	78						156	\$27,300			\$20,748	\$0	\$8,730	\$0	\$0	\$0	\$32,426	\$59,726	
1d Meeting Notes			39						39	\$6,240			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,240	
3. CEQA									0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
3a Prepare Draft CEQA Initial Study		78	100	36	54	87	24	27	406	\$65,020	\$675		\$0	\$28,210	\$0	\$18,500	\$6,680	\$13,830	\$74,685	\$139,705	
Second Round of County Review -- All 3a Deliverables		12	15	6	9	14	4	5	65	\$10,390			\$0	\$4,835	\$0	\$2,960	\$1,510	\$2,405	\$12,881	\$23,271	
3a1 Prepare Draft MND/Final MND		16	16	6	12	14	4	5	73	\$11,850			\$0	\$16,000	\$0	\$0	\$0	\$0	\$17,600	\$29,450	
3a2 Prepare Admin & Public Draft EIR		50	65	24	36	58	16	18	267	\$42,700	\$450	\$3,000	\$0	\$9,070	\$0	\$14,800	\$0	\$0	\$30,052	\$72,752	
3a3 Prepare Final EIR		100	100				40	40	280	\$44,800	\$450		\$0	\$2,120	\$0	\$11,100	\$0	\$1,820	\$17,039	\$61,839	
3b Noticing & Filings (incl. Spanish)			20						20	\$3,200			\$0	\$0	\$10,230	\$0	\$0	\$0	\$11,253	\$14,453	
3d Public Review / Meetings (incl. Spanish)		20	20						40	\$7,000			\$0	\$0	\$10,731	\$0	\$0	\$0	\$11,804	\$18,804	
3e Administrative Record		5	5			40			50	\$6,950			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,950	
4. NEPA (EA - FAA Lead)									0	\$0		\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100	\$1,100	
Prepare Draft EA for Public Circulation		2	2						4	\$700			\$129,276	\$10,380	\$0	\$0	\$0	\$0	\$153,622	\$154,322	
Prepare Final EA & FONSI		4	4						8	\$1,400			\$43,190	\$0	\$0	\$0	\$0	\$0	\$47,509	\$48,909	
Agency Coordination		8	8						16	\$2,800			\$9,336	\$0	\$0	\$0	\$0	\$0	\$10,270	\$13,070	
Public Involvement (FAA) (incl. Spanish)		8	8						16	\$2,800	\$450		\$23,948	\$0	\$19,794	\$0	\$0	\$0	\$48,611	\$51,411	
5. Administration									0	\$0		\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100	\$1,100	
5a Electronic File Management		4	8			8			20	\$3,080			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,080	
5d Invoices		36	288						324	\$52,920			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,920	
5e Schedule & Budget Management		108	80						188	\$33,320			\$26,208	\$7,400	\$0	\$0	\$0	\$0	\$36,969	\$70,289	
5g Communications Support (incl. Spanish)			40						40	\$6,400			\$0	\$0	\$23,295	\$0	\$0	\$0	\$25,625	\$32,025	
5j Qa/QC		40	40	80					160	\$29,200			\$21,368	\$11,100	\$0	\$2,960	\$0	\$0	\$38,971	\$68,171	
6. Public Hearings		48	48						96	\$16,800	\$2,312		\$0	\$0	\$0	\$8,880	\$0	\$11,500	\$24,961	\$41,761	
7. Project Contingency																				\$150,000	
TOTAL EFFORT (Hours)		649	1016	200	143	229	88	95	2420												
TOTAL COSTS (\$)		\$123,310	\$162,560	\$38,000	\$25,740	\$29,770	\$8,360	\$14,250		\$401,990	\$4,562	\$5,000	\$274,074	\$89,115	\$78,766	\$74,000	\$15,846	\$29,555	\$628,010	\$1,180,000	

Table COST-1 Proposal for the Sonoma County Compost Facility CEQA/NEPA 3/27/2026		Mead & Hunt, Inc.										
		Labor Effort										Direct
Mead & Hunt, Inc.		Program Manager	Project Manager	Deputy Project Manager	Planner III	Planner II	GIS Analyst	Admin/Tech. Editor	Sub Hour	Sub Labor Costs	Sub Direct Costs	
Employee billing rate: (\$/hr)		\$306	\$266	\$246	\$189	\$176	\$246	\$138				
TASKS:		(Hours per person per task)										
1. Project Management & Coordination									0	\$0		\$0
1a Kickoff Meetings & Site Visit (2 conference calls/ 1 site visit)									0	\$0		\$0
1b Document Review & Gap Analysis									0	\$0		\$0
1c Bi-weekly Check-Ins			78						78	\$20,748		\$20,748
1d Meeting Notes									0	\$0		\$0
3. CEQA									0	\$0		\$0
3a Prepare Draft CEQA Initial Study									0	\$0		\$0
Second Round of County Review -- All 3a Deliverables									0	\$0		\$0
3a1 Prepare Draft MND/Final MND									0	\$0		\$0
3a2 Prepare Admin & Public Draft EIR									0	\$0		\$0
3a3 Prepare Final EIR									0	\$0		\$0
3b Noticing & Filings (incl. Spanish)									0	\$0		\$0
3d Public Review / Meetings (incl. Spanish)									0	\$0		\$0
3e Administrative Record									0	\$0		\$0
4. NEPA (EA - FAA Lead)									0	\$0		\$0
Prepare Draft EA for Public Circulation			145	162	136	32	44	63	582	\$129,276		\$129,276
Prepare Final EA & FONSI			37	69	64			31	201	\$43,190		\$43,190
Agency Coordination			24	12					36	\$9,336		\$9,336
Public Involvement (FAA) (incl. Spanish)			36	36	12			6	90	\$21,528	\$2,420	\$23,948
5. Administration									0	\$0		\$0
5a Electronic File Management									0	\$0		\$0
5d Invoices									0	\$0		\$0
5e Schedule & Budget Management		8	54	18				36	116	\$26,208		\$26,208
5g Communications Support (incl. Spanish)									0	\$0		\$0
5j Qa/QC		16	16	16				60	108	\$21,368		\$21,368
6. Public Hearings									0	\$0		\$0
7. Project Contingency												
TOTAL EFFORT (Hours)		24	390	313	212	32	44	196	1211			
SUBCONSULTANT TOTAL COSTS (\$)		\$7,344	\$103,740	\$76,998	\$40,068	\$5,632	\$10,824	\$27,048		\$271,654	\$2,420	\$274,074

Table COST-1 Proposal for the Sonoma County Compost Facility CEQA/NEPA 3/27/2026		ECORP										
		Labor Effort							Direct		SUB TOTAL COSTS	
		ECORP Staff:	Nick Bonzey	Stephanie Castle	Kelly Boyle	Principal II	Brian Marks	Professional I	Sub Hours	Sub Labor Costs		Sub Direct Costs
Employee billing rate: (\$/hr)		\$245	\$195	\$185	\$270	\$225	\$120					
TASKS:		(Hours per person per task)										
1. Project Management & Coordination								0	\$0		\$0	
1a Kickoff Meetings & Site Visit (2 conference calls/ 1 site visit)								0	\$0		\$0	
1b Document Review & Gap Analysis								0	\$0		\$0	
1c Bi-weekly Check-Ins								0	\$0		\$0	
1d Meeting Notes								0	\$0		\$0	
3. CEQA								0	\$0		\$0	
3a Prepare Draft CEQA Initial Study		2	3	120	4	15	4	148	\$28,210		\$28,210	
Second Round of County Review -- All 3a Deliverables		1	1	18	1	3	1	25	\$4,835		\$4,835	
3a1 Prepare Draft MND/Final MND			2	80	3			85	\$16,000		\$16,000	
3a2 Prepare Admin & Public Draft EIR		1	2	40	3	1		47	\$9,070		\$9,070	
3a3 Prepare Final EIR				10	1			11	\$2,120		\$2,120	
3b Noticing & Filings (incl. Spanish)								0	\$0		\$0	
3d Public Review / Meetings (incl. Spanish)								0	\$0		\$0	
3e Administrative Record								0	\$0		\$0	
4. NEPA (EA - FAA Lead)								0	\$0		\$0	
Prepare Draft EA for Public Circulation				24	2	24		50	\$10,380		\$10,380	
Prepare Final EA & FONSI								0	\$0		\$0	
Agency Coordination								0	\$0		\$0	
Public Involvement (FAA) (incl. Spanish)								0	\$0		\$0	
5. Administration								0	\$0		\$0	
5a Electronic File Management								0	\$0		\$0	
5d Invoices								0	\$0		\$0	
5e Schedule & Budget Management				40				40	\$7,400		\$7,400	
5g Communications Support (incl. Spanish)								0	\$0		\$0	
5j Qa/QC				60				60	\$11,100		\$11,100	
6. Public Hearings								0	\$0		\$0	
7. Project Contingency												
TOTAL EFFORT (Hours)		4	8	392	14	43	5	466				
SUBCONSULTANT TOTAL COSTS (\$)		\$980	\$1,560	\$72,520	\$3,780	\$9,675	\$600		\$89,115	\$0	\$89,115	

Table COST-1 Proposal for the Sonoma County Compost Facility CEQA/NEPA 3/27/2026		Craig Communications						Craig Communications			SUB TOTAL COSTS
		Labor Effort						Direct			
		Craig Communications	Principal	Sr. project Mgr.	Project Manager	Community Rel Spec	Graphics	Administration	Sub Hour	Sub Labor Costs	
Employee billing rate: (\$/hr)		\$260	\$225	\$195	\$185	\$135	\$125				
TASKS:		(Hours per person per task)									
1. Project Management & Coordination								0	\$0		\$0
1a Kickoff Meetings & Site Visit (2 conference calls/ 1 site visit)		12	12					24	\$5,820	\$166	\$5,986
1b Document Review & Gap Analysis								0	\$0		\$0
1c Bi-weekly Check-Ins		18	18					36	\$8,730		\$8,730
1d Meeting Notes								0	\$0		\$0
3. CEQA								0	\$0		\$0
3a Prepare Draft CEQA Initial Study								0	\$0		\$0
Second Round of County Review -- All 3a Deliverables								0	\$0		\$0
3a1 Prepare Draft MND/Final MND								0	\$0		\$0
3a2 Prepare Admin & Public Draft EIR								0	\$0		\$0
3a3 Prepare Final EIR								0	\$0		\$0
3b Noticing & Filings (incl. Spanish)		8	10	20				38	\$8,230	\$2,000	\$10,230
3d Public Review / Meetings (incl. Spanish)		8	10	20				38	\$8,230	\$2,501	\$10,731
3e Administrative Record								0	\$0		\$0
4. NEPA (EA - FAA Lead)								0	\$0		\$0
Prepare Draft EA for Public Circulation								0	\$0		\$0
Prepare Final EA & FONSI								0	\$0		\$0
Agency Coordination								0	\$0		\$0
Public Involvement (FAA) (incl. Spanish)		16	20	40				76	\$16,460	\$3,334	\$19,794
5. Administration								0	\$0		\$0
5a Electronic File Management								0	\$0		\$0
5d Invoices								0	\$0		\$0
5e Schedule & Budget Management								0	\$0		\$0
5g Communications Support (incl. Spanish)		16	24	48		35		123	\$23,295		\$23,295
5j Qa/QC								0	\$0		\$0
6. Public Hearings								0	\$0		\$0
7. Project Contingency											
TOTAL EFFORT (Hours)		78	94	128	0	0	35	335			
SUBCONSULTANT TOTAL COSTS (\$)		\$20,280	\$21,150	\$24,960	\$0	\$0	\$4,375	\$0	\$70,765	\$8,001	\$78,766

Table COST-1 Proposal for the Sonoma County Compost Facility CEQA/NEPA 3/27/2026		Sutro Science, LLC						
		Labor Effort					Direct	
Sutro Science Staff		Justin Taplin	Pete Hudson, CEG	Sub Hours	Sub Labor Costs	Sub Direct Costs	SUB TOTAL COSTS	
Employee billing rate: (\$/hr)		\$185	\$185					
TASKS:		(Hours per person per task)						
1. Project Management & Coordination		5.5	5.5	11	\$2,035		\$2,035	
1a Kickoff Meetings & Site Visit (2 conference calls/ 1 site visit)		8	8	16	\$2,960		\$2,960	
1b Document Review & Gap Analysis		22	31	53	\$9,805		\$9,805	
1c Bi-weekly Check-Ins				0	\$0		\$0	
1d Meeting Notes				0	\$0		\$0	
3. CEQA				0	\$0		\$0	
3a Prepare Draft CEQA Initial Study		36	64	100	\$18,500		\$18,500	
Second Round of County Review -- All 3a Deliverables		6	10	16	\$2,960		\$2,960	
3a1 Prepare Draft MND/Final MND				0	\$0		\$0	
3a2 Prepare Admin & Public Draft EIR		30	50	80	\$14,800		\$14,800	
3a3 Prepare Final EIR		20	40	60	\$11,100		\$11,100	
3b Noticing & Filings (incl. Spanish)				0	\$0		\$0	
3d Public Review / Meetings (incl. Spanish)				0	\$0		\$0	
3e Administrative Record				0	\$0		\$0	
4. NEPA (EA - FAA Lead)				0	\$0		\$0	
Prepare Draft EA for Public Circulation				0	\$0		\$0	
Prepare Final EA & FONSI				0	\$0		\$0	
Agency Coordination				0	\$0		\$0	
Public Involvement (FAA) (incl. Spanish)				0	\$0		\$0	
5. Administration				0	\$0		\$0	
5a Electronic File Management				0	\$0		\$0	
5d Invoices				0	\$0		\$0	
5e Schedule & Budget Management				0	\$0		\$0	
5g Communications Support (incl. Spanish)				0	\$0		\$0	
5j Qa/QC		8	8	16	\$2,960		\$2,960	
6. Public Hearings		24	24	48	\$8,880		\$8,880	
7. Project Contingency								
TOTAL EFFORT (Hours)		160	241	400				
SUBCONSULTANT TOTAL COSTS (\$)		\$29,508	\$44,493		\$74,000	\$0	\$74,000	

Table COST-1 Proposal for the Sonoma County Compost Facility CEQA/NEPA 3/27/2026		SCS Engineers							
		Labor Effort					Direct		
SCS Engineers		Greg McCarron	Patrick Sullivan	Gabrielle Stephens	Erik Martig	Sub Hours	Sub Labor Costs	Sub Direct Costs	SUB TOTAL COSTS
Employee billing rate: (\$/hr)		\$320	\$435	\$380	\$299				
TASKS:		(Hours per person per task)							
1. Project Management & Coordination						0	\$0		\$0
1a Kickoff Meetings & Site Visit (2 conference calls/ 1 site visit)		4				4	\$1,280		\$1,280
1b Document Review & Gap Analysis		6	4	4	4	18	\$6,376		\$6,376
1c Bi-weekly Check-Ins						0	\$0		\$0
1d Meeting Notes						0	\$0		\$0
3. CEQA						0	\$0		\$0
3a Prepare Draft CEQA Initial Study		10	8			18	\$6,680		\$6,680
Second Round of County Review -- All 3a Deliverables		2	2			4	\$1,510		\$1,510
3a1 Prepare Draft MND/Final MND						0	\$0		\$0
3a2 Prepare Admin & Public Draft EIR						0	\$0		\$0
3a3 Prepare Final EIR						0	\$0		\$0
3b Noticing & Filings (incl. Spanish)						0	\$0		\$0
3d Public Review / Meetings (incl. Spanish)						0	\$0		\$0
3e Administrative Record						0	\$0		\$0
4. NEPA (EA - FAA Lead)						0	\$0		\$0
Prepare Draft EA for Public Circulation						0	\$0		\$0
Prepare Final EA & FONSI						0	\$0		\$0
Agency Coordination						0	\$0		\$0
Public Involvement (FAA) (incl. Spanish)						0	\$0		\$0
5. Administration						0	\$0		\$0
5a Electronic File Management						0	\$0		\$0
5d Invoices						0	\$0		\$0
5e Schedule & Budget Management						0	\$0		\$0
5g Communications Support (incl. Spanish)						0	\$0		\$0
5j Qa/QC						0	\$0		\$0
6. Public Hearings						0	\$0		\$0
7. Project Contingency									
TOTAL EFFORT (Hours)		22	14	4	4	44			
SUBCONSULTANT TOTAL COSTS (\$)		\$7,040	\$6,090	\$1,520	\$1,196		\$15,846	\$0	\$15,846

Table COST-1 Proposal for the Sonoma County Compost Facility CEQA/NEPA 3/27/2026		W-Trans						
		Labor Effort					Direct	SUB TOTAL COSTS
W-Trans Staff:		Zachary Matley	Associate Engineer	Administrator	Sub Hours	Sub Labor Costs	Sub Direct Costs	
Employee billing rate: (\$/hr)		\$285	\$170	\$150				
TASKS:		(Hours per person per task)						
1. Project Management & Coordination					0	\$0		\$0
1a Kickoff Meetings & Site Visit (2 conference calls/ 1 site visit)					0	\$0		\$0
1b Document Review & Gap Analysis					0	\$0		\$0
1c Bi-weekly Check-Ins					0	\$0		\$0
1d Meeting Notes					0	\$0		\$0
3. CEQA					0	\$0		\$0
3a Prepare Draft CEQA Initial Study		30	24	8	62	\$13,830		\$13,830
Second Round of County Review -- All 3a Deliverables		5	4	2	11	\$2,405		\$2,405
3a1 Prepare Draft MND/Final MND					0	\$0		\$0
3a2 Prepare Admin & Public Draft EIR					0	\$0		\$0
3a3 Prepare Final EIR		4	4		8	\$1,820		\$1,820
3b Noticing & Filings (incl. Spanish)					0	\$0		\$0
3d Public Review / Meetings (incl. Spanish)					0	\$0		\$0
3e Administrative Record					0	\$0		\$0
4. NEPA (EA - FAA Lead)					0	\$0		\$0
Prepare Draft EA for Public Circulation					0	\$0		\$0
Prepare Final EA & FONSI					0	\$0		\$0
Agency Coordination					0	\$0		\$0
Public Involvement (FAA) (incl. Spanish)					0	\$0		\$0
5. Administration					0	\$0		\$0
5a Electronic File Management					0	\$0		\$0
5d Invoices					0	\$0		\$0
5e Schedule & Budget Management					0	\$0		\$0
5g Communications Support (incl. Spanish)					0	\$0		\$0
5j Qa/QC					0	\$0		\$0
6. Public Hearings		40			40	\$11,400	\$100	\$11,500
7. Project Contingency								
TOTAL EFFORT (Hours)		79	32	10	121			
SUBCONSULTANT TOTAL COSTS (\$)		\$22,515	\$5,440	\$1,500		\$29,455	\$100	\$29,555



RCH Group Environmental Services 2026 Consultant Fee Schedule

Professional fees for services provided and work performed will be billed and calculated in US currency at the rates and categories described in this Fee Schedule. These rates are for work performed prior to December 31, 2026. Hourly rates will increase by 2.0% per year.

<u>Professional Staff</u>	<u>Rate per Hour</u>
Principal / Senior Scientist/ Senior Project Manager	\$190.00
Senior Air Quality Scientist	\$180.00
Senior Associate	\$160.00
Graphics and CADD	\$150.00
Technical Associate II	\$130.00
Technical Associate I	\$120.00
Word Processor	\$95.00
Administrative Assistant	\$75.00

RCH Staff by Category

- Principal / Senior Scientist: Paul Miller
- Senior Project Manager: Dan Sicular
- Senior Air Quality Scientist: Michael Ratte
- Senior Associate: Dan Jones
- Technical Associate II: Luis Rosas

Subcontractor expenses (labor and direct expenses) and other direct project costs will be invoiced with up to a 10% administrative handling charge.

Mileage charges will be reimbursed based on the current IRS Standard Mileage Rate. The 2026 IRS Mileage Rate is set at 72.5 cents per mile.

INVOICES AND PAYMENT TERMS

Invoices will be issued monthly. Payment is due within thirty (30) calendar days from the date of the invoice.

MEAD & HUNT, Inc.
Sonoma County Compost EA Billing Rate Schedule
Effective January 1, 2026

Standard Billing Rates

- Project Assistant II \$107.00 / hour
- Project Assistant III \$135.00 / hour
- Technical Editor III \$138.00 / hour
- Technician I \$125.00 / hour
- Technician II \$143.00 / hour
- Technician III \$168.00 / hour
- Technician IV \$178.00 / hour
- Senior Technician \$221.00 / hour
- Engineer I, Scientist I, Architect I, Interior Designer I, Planner I \$157.00 / hour
- Engineer II, Scientist II, Architect II, Interior Designer II, Planner II \$176.00 / hour
- Engineer III, Scientist III, Architect III, Interior Designer III, Planner III \$189.00 / hour
- Construction Resident Project Representative (RPR) \$198.00 / hour
- Senior Engineer, Senior Scientist, Senior Architect, Senior Interior Designer, Senior Planner,
Construction Manager \$246.00 / hour
- Project Engineer, Project Scientist, Project Architect, Project Interior Designer, Project Planner \$266.00 / hour
- Senior Project Engineer, Senior Project Scientist, Senior Project Architect, Senior Project Interior Designer
Senior Project Planner \$306.00 / hour
- Senior Associate, Principal, Senior Client / Project Manager \$370.00 / hour

Expenses

- Geographic Information or GPS Systems \$100.00 / day
- Out-Of-Pocket Direct Job Expenses cost plus 7%
Such as reproductions, sub-consultants / contractors, etc.

Travel Expense

- Company or Personal Car Mileage \$ IRS rate / mile*
** Rates will be charged at Current IRS rate <https://www.irs.gov/tax-professionals/standard-mileage-rates>*
- Air and Surface Transportation cost plus 7%
- Lodging and Sustenance cost plus 7%

Billing and Payment

- Actual travel time is charged for work required to be performed out-of-office.
- Invoicing is on a monthly basis for work performed.

This schedule of billing rates is effective January 1, 2026, and will remain in effect until December 31, 2026. Starting in 2027, billing rates will increase up to 2.0% per year.

Fee Schedule

	Rate/Hour
Clerical	95
Administrative/Secretarial	102
Technician	118
CAD Drafter.....	125
Senior Engineering Technician.....	130
Technical Associate I	135
Technical Associate II	140
Assistant Office Services Manager/Project Administrator	140
Office Services Manager/Senior Project Administrator.....	145
Associate Staff Professional I.....	150
Project Analyst.....	151
Associate Staff Professional II.....	157
CAD Designer I.....	160
Staff Professional I.....	162
Staff Professional II.....	168
Senior Office Services Manager.....	170
CAD Designer II.....	175
Staff Professional III.....	175
Project Professional I.....	183
Project Professional II.....	190
Project Professional III.....	198
Senior Project Professional I	207
Senior Project Professional II	220
Senior Project Professional III	230
Industrial Hygienist/Safety Professional	235
Project Manager I.....	242
Project Manager II.....	250
Senior Certified Industrial Hygienist/Safety Professional	255
Project Manager III.....	266
Project Manager IV.....	278
Senior Project/Technical Manager I	290
Senior Project/Technical Manager II	297
Senior Project Advisor.....	299
Project Director I	310
Project Director II	320
Project Director III	335
Vice Presidents.....	380
Senior Vice Presidents and Executives.....	435



General Terms

1. Scheduled rates are effective through March 31, 2027. Work performed thereafter is subject to a new Fee Schedule, with rate increases up to 2% per year.
2. Costs for outside consultants and subcontractors, equipment/supplies, and for job-related employee travel and subsistence, are billed at actual cost plus a 7 percent administrative fee.
3. Charges for SCS field equipment and instruments will be in accordance with SCS's Field Equipment Rental Rates Schedule in effect at the time the work is performed. Company trucks are charged at \$115 for up to a half day (4 hours) of use, and \$170 for up to a full day (company cars at \$90/\$130). These charges incorporate an allowance of 100 miles per job per day; a per mile surcharge is applied for additional miles based on the applicable federal rate.



Fee Schedule

2026 Staff Billing Rates

Position	Billing Rate (per hour)
Senior Principal	\$330 – \$400
Principal	\$250 – \$330
Senior Engineer/Planner	\$220 – \$245
Engineer/Planner	\$195 – \$220
Associate Engineer/Planner	\$170 – \$190
Assistant Engineer/Planner	\$130 – \$160
Technician/Administrative	\$125 – \$170
Intern	\$40 – \$80
Field Technician	\$30 – \$75

2026 Expense Charges

Item	Charge
Mileage	\$0.725/mile*
Services and Expenses	7% surcharge

These rates are projected for work performed prior to December 31, 2026. Starting in 2027, rates will increase by 2.0% per year.

* Mileage charge will be the IRS Standard Mileage Rate (set at \$0.725/mile effective January 1, 2026).



2025/26 Rate Sheet

Category	Rate	Personnel
Principal	\$260/hour	Tracy Craig
Director of Communications	\$225/hour	John Promani
Project Manager	\$195/hour	Sarah Craig Rebecca Crump
Community Relations Specialist	\$185/hour	Max Craig
Graphic Design	\$135/hour	Rob Deene
Administration	\$125/hour	Bryan Rice
Direct costs – charged with 5.0% mark-up Payment terms – net 30 Starting in 2027, rates will increase by 2.0% per year		

DIVERSITY SPEND: Craig Communications is certified as a disadvantaged, small, woman-owned business by the California Public Utilities Commission, Women’s Business National Enterprise Council, and State of California:

- Women’s Business Enterprise National Council as SWBE – No. 2005124712
- California United Certification Program certified as SWBE – No. 5KN00015
- California State – GSA, Small Business – No. 2010240



FEE SCHEDULE FOR PROFESSIONAL SERVICES

ECORP Consulting, Inc. – 2026 Rates¹

Principal V	\$450
Principal IV	\$370
Principal III.....	\$315
Principal II.....	\$270
Principal I.....	\$250
Professional XI.....	\$270
Professional X.....	\$245
Professional IX.....	\$225
Professional VIII	\$210
Professional VII	\$195
Professional VI	\$185
Professional V	\$175
Professional IV	\$160
Professional III.....	\$145
Professional II.....	\$135
Professional I.....	\$125
Technician IV	\$120
Technician III	\$115
Technician II	\$105
Technician I	\$95
Project Admin III.....	\$135
Project Admin II.....	\$115
Project Admin I.....	\$105

¹Technical and Professional classifications include biologists, regulatory permitting specialists, archaeologists, architectural historians, paleontologists, air quality/greenhouse gas specialists, noise specialists, planners, CEQA/NEPA specialists, UAS pilots, GIS specialists, and other technical professionals.

Expense Reimbursement/Other:

1. Computers, facsimile, and telephone are included in the billing rates, and there is no additional charge.
2. Reproduction, equipment and other direct expenses are reimbursed at cost plus a 7% administrative handling charge (excluding mileage).
3. The hourly rates for Subconsultants will be billed at the hourly rate indicated, plus a 10% administrative handling charge.
4. Mileage will be billed at the current IRS rate, adjusted annually.
5. Per Diem, depending upon location, may be charged where overnight stays are required.
6. Expert Witness Testimony, including Depositions, is billed at time and a half.
7. Non-standard invoicing will be billed at the hourly rates for support personnel.
8. Hourly rates will escalate at a rate of 2% per annum.

Exhibit C - Insurance Requirements

With respect to the performance of work under this Agreement, the Contractor shall maintain, and shall require all subcontractors, Contractors, and agents to maintain, insurance as described below, unless such insurance has been expressly waived by the attachment of a *Waiver of Insurance Requirements*. Any requirement for insurance to be maintained after completion of the work shall survive termination or completion of this Agreement.

The County of Sonoma reserves the right, but has no obligation, to review any of the required insurance policies and endorsements. The County's failure to demand evidence of full compliance with these requirements, or failure to identify any deficiency in the provided insurance, shall not relieve the Contractor from, nor be construed as a waiver of, the obligation to maintain all required insurance at all times during the performance of this Agreement.

1. Workers' Compensation and Employers Liability Insurance

- a. Required if Contractor has employees as defined by the Labor Code of the State of California.
- b. Workers' Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c. Employers Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d. Waiver of Subrogation (when applicable) Where the Contractor's scope of work involves on-site, field-based, or other physical presence activities at County facilities or properties, the Contractor's Workers' Compensation policy shall be endorsed to waive the insurer's right of subrogation against the County of Sonoma, its officers, agents, and employees.
- e. Required Evidence of Insurance:
 - Certificate of Insurance evidencing coverage meeting the above requirements.

If Contractor currently has no employees as defined by the Labor Code of the State of California, Contractor agrees to obtain the above-specified Workers' Compensation and Employers Liability insurance should employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance

- a. Commercial General Liability Insurance written on an occurrence form, no less broad than ISO form CG 00 01 or equivalent. Coverage shall include premises and operations, products and completed operations, contractual liability, and personal and advertising injury.
- b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be satisfied by providing a combination of General Liability Insurance and Commercial Excess or Commercial Umbrella Liability Insurance. If Contractor maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by Contractor.
- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$100,000, that deductible or self-insured retention must be approved in advance by County. Contractor is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether Contractor has a claim against the insurance or is named as a party in any action involving the County.

- d. The County of Sonoma, its Officers, Agents, and Employees shall be included as additional insureds for liability arising out of operations by or on behalf of the Contractor in the performance of this Agreement by endorsement or under policy language providing automatic coverage to any person or organization required by written contract to be an additional insured.
- e. The insurance provided to the additional insureds shall apply on a primary and non-contributory basis with respect to any insurance or self-insurance program maintained by the County.
- f. The policy definition of “insured contract” shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad form contractual liability coverage including the “f” definition of insured contract in ISO form CG 00 01, or equivalent).
- g. The policy shall cover inter-insured suits between the additional insureds and Contractor and include a “separation of insureds” or “severability” clause which treats each insured separately.
- h. Required Evidence of Insurance:
 - Certificate of Insurance evidencing coverage meeting the above requirements.

3. Automobile Liability Insurance

- a. Minimum Limit: \$1,000,000 combined single limit per accident. The required limits may be satisfied by providing a combination of Automobile Liability Insurance and Commercial Excess or Commercial Umbrella Liability Insurance.
- b. Insurance shall cover all owned autos. If Contractor currently owns no autos, Contractor agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
- c. Insurance shall cover hired and non-owned autos.
- d. Required Evidence of Insurance:
 - Certificate of Insurance; or
 - Copy of Auto Policy Declarations Page

4. Professional Liability/Errors and Omissions Insurance

- a. Minimum Limit: \$1,000,000 per claim or per occurrence. Coverage shall apply to liability arising out of the Contractor’s professional acts, errors, or omissions in the performance of services under this Agreement
- b. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$100,000, that deductible or self-insured retention must be approved in advance by County.
- c. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work.
- d. Coverage applicable to the work performed under this Agreement shall be continued for two (2) years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
- e. Required Evidence of Insurance:
 - Certificate of Insurance specifying the limits and the claims-made retroactive date.

5. Standards for Insurance Companies

Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.

6. Documentation

- a. The Certificate of Insurance must include a reference sufficient to identify the Contractor's insurance coverage applicable to its work for the County (e.g., Contract number, project name, or program).
- b. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Contractor agrees to maintain current Evidence of Insurance on file with County for the entire term of this Agreement and any additional periods if specified in Sections 1 – 4 above.
- c. The name and address for Additional Insured endorsements and Certificates of Insurance is:
The county of Sonoma, Officers, Agents, and Employees
Attn: Sonoma County Public Infrastructure
Tammy Curtis
400 Aviation Blvd., Suite 100,
Santa Rosa, CA 95403.
- d. Required Evidence of Insurance shall be submitted upon renewal, replacement, or extension of any required policy, and in no event later than the effective date of such renewal, replacement, or extension.
- e. Contractor shall provide immediate written notice if: (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- f. Upon written request, certified copies of required insurance policies must be provided within thirty (30) days.

7. Policy Obligations

Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

8. Material Breach

If Contractor fails to maintain insurance which is required pursuant to this Agreement, such failure shall be deemed a material breach of this Agreement. County, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, County may purchase the required insurance, and without further notice to Contractor, County may deduct from sums due to Contractor any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.