

EXHIBIT A-ATTACHMENT I

Local Coastal Program Grant

Local Assistance Funds

Title: Hermosa Beach: Integrating the LCP

Organization: City of Hermosa Beach

Term of Project: April 30, 2014 – April 30, 2016

SCOPE OF WORK

A. PROJECT DESCRIPTION

The City of Hermosa Beach (City) is a community moving forward. The City has recently embarked on several important processes and projects that, with community support, will shape the future of Hermosa Beach and address many key issues facing communities throughout the South Bay and California. Hermosa Beach has initiated a Community Dialogue process, an integrated General Plan and Coastal Land Use Plan centered on sustainability and a low carbon future, an Economic Development Plan for Downtown Hermosa Beach, a corridor and economic enhancement plan for the City's entry corridors, and studies on the environmental, economic, and health impact of a proposed oil production project. The City Council has adopted a Strategic Plan, placing the Local Coastal Program and Carbon Neutral Plan among its highest priorities.

The comprehensive and strategic efforts underway in Hermosa Beach present a unique opportunity to fully integrate coastal resource and land use issues within a comprehensive planning process through updates to the Coastal Land Use Plan (CLUP) and preparation of the Implementation Plan components leading to a certified Local Coastal Program (LCP).

B. TASKS

Task 1: Coordinate with the Coastal Commission – This task will occur throughout the LCP process, involving early coordination and staff review. This will consist of in person meetings and discussions by phone.

Task 2: Engage the Community and Stakeholders – This task will occur throughout the LCP process and will include community and stakeholder engagement such as open house workshops, focus groups, or a project website to identify issues, develop the plans (Land Use and Implementation), and participate in review and adoption.

Task 3: Inventory Coastal Resources and Identification of Key Issue Areas – This will include preparation of maps and analysis, and a review of current and emerging issues,

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opportunities, and trends relevant to the coastal zone. The technical studies to be funded or incorporated into the LCP process include:

- **Parking Utilization and Use Study** – The primary purpose of the Hermosa Beach Parking Access Study is to inform and resolve outstanding policy issues preventing certification and enhance beach access for both visitors and residents. Available resources have limited prior efforts, relying on parking utilization data that is anecdotal, limited in location, or extremely outdated. Recent advances in travel demand management analysis and parking technologies present new opportunities to resolve outstanding issues when explored in greater detail. Taken alone, each of these areas could help the Coastal Commission achieve its goal of maintaining and enhancing access to the coast. However, when combined with the analysis, technical resources, and public outreach process already under way for the General Plan update, synergies between the City and Coastal Commission goals are much more likely. Both agencies will benefit from information and options to further shared goals, with the resulting product able to serve as parking utilization and beach access best practices that can be utilized by coastal communities throughout California.
- **Beach Use Survey and Management Plan** – This study will identify beach use patterns, survey users, review special event activities and permitting processes, and provide recommendations on appropriate coastal management techniques that will maximize enjoyment of the beach for residents and visitors. This survey will provide essential information to the resolution of the outstanding issues related to beach access and special event management. It will benefit the public by improving beach access and ensuring continued use and enjoyment of the beach for all.
- **Sea Level Rise Vulnerability Assessment** – The City is participating in a regional sea-level rise and coastal storms study to examine coastal erosion and shoreline change along the Los Angeles coastline to enhance planning and protection of coastal assets, populations, and economies of participating jurisdictions. In addition to the Ocean Protection Council funding of \$235,000, the six project partners are committing \$180,000 of in-kind services and will leverage significant investments by other agencies to model climate change impacts. (Funded through City funds, and OPC Sea Level Rise Planning Grant)
- **Subsurface Stormwater Runoff Analysis** – Site-specific subsurface hydrologic data will be combined with existing infrastructure information to forecast potential infrastructure vulnerabilities. These forecasts will support prioritization of climate adaptation strategies for vulnerable infrastructure to incorporate into the City's Capital Improvement Plan, Local Coastal Program, General Plan, Hazard Mitigation Plan, Municipal Code, and Enhanced Watershed Management Program. Innovative solutions for reducing potential impacts on ocean water quality will also be included. (Partially funded through Coastal Conservancy Climate Ready Grant)

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Task 4: Prepare a Plan for Coastal Act Priority Uses (CLUP) – Following initiation of community engagement and coastal resources inventory activities, the draft CLUP will be prepared, including drafting of goals, objectives, and policies.

Task 5: Develop Implementing Ordinances – Following preparation of the CLUP, the draft implementation plan will be developed and will include new topics specific to City issues and Coastal Commission guidance. Issues to be addressed through revisions to or new implementing ordinances may include stormwater management, beach management and event use, parking access, transportation demand management, and others identified through the inventory and community engagement processes.

Task 6: Conduct Environmental Review and prepare CEQA documents – (Not funded by this grant request.) The CLUP will be included in the project description of the General Plan Environmental Impact Report (EIR). The Implementation Plan, as scoped in this Work Program, would expand the scope of the General Plan EIR.

Task 7: Initiate Public Review and Adopt Certified LCP –The final step to LCP certification will involve the circulation of the draft LCP for public review, agency review, and recommendations from appropriate City advisory bodies such as the Planning Commission, adoption by the City Council, and certification from the Coastal Commission. This grant will include at least one local public hearing, and the following meetings will follow after the close of the grant term on April 30, 2016. **(Coastal Commission hearing on the city’s tentatively adopted LCP, Council action on suggested modification, and final certification will extend beyond this grant, and these tasks are included as informational items.)**

Task 8: Initiate Implementation of Certified LCP – (Not funded by this grant request, and outside grant term.) Post-certification, the City will initiate training with staff and prepare materials to assume the responsibility of issuing CDPs in accordance with the LCP and the Coastal Act.

C. SCHEDULE

Grant Funded Portion Project begin/end dates: April 30, 2014- April 30, 2016

Task 1. Coordination with the Coastal Commission	Begin date: 4/30/14 End Date: 4/30/16
1.1 Early Coordination and Engagement	Begin date: 4/30/14 End Date: 6/30/14 Deliverable: Meeting as close to 4/30 as possible to outline expectations.
1.2 Identify and Review Issues of Statewide Importance	Begin date: 4/30/14 End Date: 6/30/14 Deliverable: At least one meeting to identify issues.
1.3 Existing Conditions, Key Indicators, Issues, Opportunities: Coastal Staff Input	Begin date: 4/30/14 End Date: 12/30/14 Deliverable: At least one meeting and Coastal Staff input on Issues, Opportunities, and Trends Report

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1.4 Alternatives Identification and Analysis: Coastal Staff Input	Begin date: 8/30/14 End Date: 3/30/15 Deliverable: At least two meetings and Coastal Staff input on Alternatives Report
1.5 Prepare Draft LUP: Coastal Staff Input and review	Begin date: 12/30/14 End Date: 1/30/16 Deliverable: Draft LUP with Coastal staff input and at least two review meetings
1.6 Prepare Draft LIP: Coastal Staff Input and review	Begin date: 3/30/15 End Date: 4/30/16 Deliverable: Draft LIP with Coastal Staff input and at least two review meetings
1.7 Public Hearing on Draft LCP (LUP /LIP): Consultation with Coastal Staff during hearing process	Begin date: 10/30/15 End Date: 4/30/16 Deliverable: at least one meeting during hearing process
1.8 Prepare/submit LCP Certification Package to Coastal Commission (Not included in Grant)	(Outside scope of grant)
Task 2. Engage the Community and Stakeholders	Begin date: 4/30/14 End Date: 4/30/16
2.1 Engagement Plan (<i>Working Group and Technical Group formed March 2014</i>)	Begin date: 4/30/14 End Date: 6/30/14 Deliverables: One working group meeting completed; Meeting Summary.
2.2 Existing Conditions, Key Indicators, Issues, Opportunities: (<i>Educational series April 2014</i>); Community Workshop; Community Charrette; Working Group Meetings (1); Technical Group Meeting (1); Media (Website, Press)	Begin date: 4/30/14 End Date: 12/30/14 Deliverables: Agenda and attendee list from Community Workshop, Community Charrette; One Working Group and one Technical Group Meetings completed; website updated, press releases; Meeting Summaries
2.3 Alternatives Identification and Analysis: Community Workshop; Briefings to Policy Boards, Working Group Meetings (2), Technical Group Meeting (1), Media (Website Tool, Media, Outreach to Community Groups,)	Begin date: 8/30/14 End Date: 3/30/15 Deliverables: Agenda and attendee list for Community Workshop, One Technical and Two Working Group Meetings completed; Website updated, Public notices; Policy Boards briefing memo; Meeting Summaries
2.5 Conduct Draft LUP Working Group and Technical Group Meetings : Working Group Meetings (2), Technical Group Meeting (1)	Begin date: 12/30/14 End Date: 9/30/15 Deliverable: Two Working Group and One Technical Group Meetings completed, Meeting Summaries, Advisory group input incorporated into Draft LUP.

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2.6 Conduct Draft LIP Working Group and Technical Group Meetings: Working Group Meetings (1), Technical Group Meeting (1)	Begin date: 3/30/15 End Date: 4/30/16 Deliverable: One working group meeting completed, One Technical Group meeting completed, Meeting summaries, Advisory group input incorporated into Draft LIP.
2.7 Public Hearing on Draft LCP (LUP /LIP): Study session, Media: Summary Guide, Website	Begin date: 10/30/15 End Date: 3/30/16 Deliverable: Agenda and attendee list from Study Session, media outreach materials/press release; website update; public notices
Task 3. Inventory Coastal Resources and Identification of Key Issue Areas	Begin date: 4/30/14 End Date: 11/30/14
3.1 Coastal Boundary Delineation and Confirmation	Begin date: 4/30/14 End Date: 6/30/14 Deliverable: Coastal Boundary Delineation confirmed
3.2 Existing Conditions and Key Indicators	Begin date: 4/30/14 End Date: 11/30/14 Deliverable: Existing conditions and key indicators report completed
3.3 Issue-Specific Technical Analysis	Begin date: 4/30/14 End Date: 11/30/14 Deliverables: Technical Studies Identified
3.4 Issues, Opportunities, and Trends - Parking Utilization and Use Study - Beach Use Survey and Management Plan - Subsurface Stormwater Runoff Analysis	Begin date: 4/30/14 End Date: 12/30/14 Deliverable: Issues, Opportunities, and Trends Report (the full Subsurface Stormwater Runoff Analysis will not be available until Summer 2015)
Task 4. Prepare a Plan for Coastal Act Priority Uses (Draft LUP)	Begin date: 12/30/14 End Date: 11/30/15 Public workshops, Coastal staff review, followed by Planning Commission, City
4.1 Coastal Land Use Plan Components for General Plan	Begin date: 12/30/14 End Date: 9/30/15 Deliverable: Coastal Land Use Components
4.2 Prepare Draft Land Use Plan	Begin date: 3/30/15 End Date: 11/30/15 Deliverable: Draft LUP
Task 5. Develop Implementing Ordinances	Begin date: 3/30/15 End Date: 9/30/15
5.1 Prepare Draft LIP	Begin date: 3/30/15 End Date: 4/30/16 Deliverable: Draft LIP
Task 6. Environmental Review (Not included in Grant)	(Not included in Grant)

Task 7. Initiate Public Review and Adopt Certified LCP	Begin date: 10/30/15 End Date: 4/30/16 (through 1.7)
7.1 Study Sessions and/or Planning Commission and/or City Council Public Hearing on Draft LCP (LUP /LIP), including EIR Certification	Begin date: 10/30/15 End Date: 4/30/16 Deliverable: At least one study session and/or Planning Commission meeting
7.2 City Council Public Hearing on Draft LCP (LUP /LIP), including EIR Certification (Not included in Grant)	(Not included in Grant)
7.3 Prepare/Submit LCP Certification Package to Coastal Commission (Not included in Grant)	(Not included in Grant)
7.4 Coastal Commission Hearing on Certification of LCP (Not included in Grant)	Date: Coastal Commission Hearing Schedule Anticipated completion of LCP Approved With or Without Suggested Modifications
7.5 City Council Public Hearing to consider Suggested Modifications (Not included in Grant)	Date: Following Coastal Commission Approval With Suggested Modifications Completion of Resolution Adopting Final LCP
7.6 Final LCP Submittal to Coastal Commission Executive Director for Final Certification (Not included in Grant)	Date: Following City Council Approval Completion of Certified LCP
Task 8. Initiate Implementation of Certified LCP (Not included in Grant)	Begin/End date: Following Certification by Coastal Commission
8.1 Formulate City LCP educational documents and application materials (Not included in Grant)	Begin/End Date: Following Certification by Coastal Commission (Concurrent with 7.5)

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Meetings with Coastal Commission	Completion Date: June 2016
Engagement Plan	Completion Date: April 2014
Coastal Boundary Map	Completion Date: June 2014
Issues, Opportunities, and Trends Report	Completion Date: November 2014
Draft Land Use Plan (LUP)	Completion Date: November 2015
Draft Implementing Ordinance (LIP)	Completion Date: April 2015
Submit LCP Certification Package to Coastal Commission	Completion Date: Not included in grant Est: August 2016

City Council Consider Suggested Modifications, adopt LCP and submit to Coastal Commission for Final Certification.	Completion Date: Following certification by Coastal Commission: Est. November 2016 (Not included in grant)
Post-Certification LCP Materials	Completion Date: Est. December 2016 (Not included in grant)

E. EVALUATION AND REPORTING

- a. The Contractor shall promptly provide Project reports with payment requests at least every three months, and upon request by the Commission. Project reports are subject to the Coastal Commission Executive Director's review and approval. The Project report shall include a description of work tasks and deliverables completed to date, and a description of completed benchmarks, or progress toward completing benchmarks. In any event Contractor shall provide the Commission a report showing total final Project expenditures with the final Request for Funds and required closing documents. Contractor shall submit all documentation for Project completion, as applicable, and final reimbursement by the end of the contract period, April 30, 2016.
- b. Final payment is contingent upon Commission verification that Project is consistent with the Scope of Work as described in Exhibit A- Attachment I, together with any Commission approved amendments.
- c. Contractor must report to the Commission in the Project Budget all sources of other funds for the Project.

F. BUDGET

LABOR COSTS							
Position Title	Hourly Rate (salary plus benefits, incl. fringe benefits- see guidelines [1])	# of Hours	CCC Total (# of hours x rate per hour)	Match/Other Funds (In-Kind)	Match/Other Funds (Source #2)	Match/Other Funds (Source #3)	Total (LCP Grant Funds + Match/Other Funds)
Task 1 – Coordinate with the Coastal Commission							
City staff			\$0	\$1,196	\$3,620	\$0	\$4,816
Total Task 1		-	\$0	\$1,196	\$3,620	\$0	\$4,816
Task 2 – Engage the Community and Stakeholders							
City staff			\$0	\$1,088	\$11,200	\$0	\$12,288
Total Task 2		-	\$0	\$1,088	\$11,200	\$0	\$12,288
Task 3 – Inventory Coastal Resources and Identification of Key Issue Areas							
City staff			\$0	\$17,524	\$10,720	\$164,000	\$192,244
Total Task 3		-	\$0	\$17,524	\$10,720	\$164,000	\$192,244
Task 4 – Prepare a Plan for Coastal Act Priority Uses (CLUP)							

City staff			\$0	\$2,008	\$19,390	\$0	\$21,398
Total Task 4		-	\$0	\$2,008	\$19,390	\$0	\$21,398
Task 5 – Develop Implementing Ordinances							
City staff			\$0	\$23,788	\$0	\$0	\$23,788
Total Task 5		-	\$0	\$23,788	\$0	\$0	\$23,788
Task 6 – Environmental Review							
City staff		n/a	Not a part of grant		\$18,896	n/a	\$18,896
Total Task 6		-					\$18,896
Task 7 – Initiate Public Review and Adopt Certified LCP							
City staff			\$0	\$3,453	\$1,500	\$0	\$4,953
Total Task 7		-	\$0	\$3,453	\$1,500	\$0	\$4,953
Task 8 – Initiate Implementation of Certified LCP							
City staff			\$0	\$0	\$1,756	\$0	\$1,756
Total Task 8		-	\$0	\$1,756	\$1,756	\$0	\$1,756
Total Labor Costs		-	\$0	\$50,813	\$48,186	\$164,000	\$280,139
DIRECT COSTS							
<i>Expense</i>	<i>Unit Rate/Cost</i>	<i># of Units</i>	<i>CCC Grant Funds (Unit Rate x # of Units)</i>	<i>Match/Other Funds (In-Kind)</i>	<i>Match/Other Funds (Source #2)</i>	<i>Match/Other Funds (Source #3)</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
Project Supplies							
Postage/Shipping			\$0	\$0	\$0	\$0	
Supplies/Materials			\$0	\$0	\$0	\$0	
Total			\$0	\$0	\$0	\$0	\$0
Travel In State[2]							
Mileage			\$0	\$0	\$0	\$0	\$0
Hotel, etc.			\$0	\$0	\$0	\$0	\$0
Total			\$0	\$0	\$0	\$0	\$0
Subcontractors[3]							
Task 1 – Coordinate with the Coastal Commission							
Consultant A			\$2,000				\$2,000
Consultant B			\$4,000				\$4,000
			<u>\$3991.25</u>				<u>\$3991.25</u>
Consultant C			\$2,500				\$2,500
Total Task 1			\$8,500	\$0	\$0	\$0	\$8,500

			\$8,491.25				\$8,491.25
Task 2 – Engage the Community and Stakeholders							
Consultant A							\$0
Consultant B			\$1,500				\$1,500
			<u>\$1,477.5</u>				<u>\$1,477.5</u>
Consultant C							\$0
Total Task 2			\$1,500	\$0	\$0	\$0	\$1,500
			<u>\$1,477.5</u>				<u>\$1,477.5</u>
Task 3 – Inventory Coastal Resources and Identification of Key Issue Areas							
Consultant A			\$1,000				\$1,000
Consultant B			\$17,000				\$17,000
Consultant C			\$34,000				\$34,000
Total Task 3			\$52,000	\$0	\$0	\$0	\$52,000
Task 4 – Prepare a Plan for Coastal Act Priority Uses (CLUP)							
Consultant A			\$3,000				\$3,000
Consultant B			\$4,000				\$4,000
			<u>\$4,031.25</u>				<u>\$4,031.25</u>
Consultant C							\$0
Total Task 4			\$7,000	\$0	\$0	\$0	\$7,000
			<u>\$7,031.25</u>				<u>\$7,031.25</u>
Task 5 – Develop Implementing Ordinances							
Consultant A			\$3,000				\$3,000
Consultant B			\$15,000				\$15,000
Consultant C			\$12,500				\$12,500
Total Task 5			\$30,500	\$0	\$0	\$0	\$30,500
Task 6 - Environmental Review (No LCP Funding)							
Consultant A							\$0
Consultant B							\$0
Consultant C							\$0
Total Task 6			\$0	\$0	\$0	\$0	\$0
Task 7 - Initiate Public Review and Adopt Certified LCP							
Consultant A			\$250				\$250
Consultant B			\$250				\$250
Consultant C							\$0
Total Task 7			\$500	\$0	\$0	\$0	\$500
Task 8 - Initiate Implementation of Certified LCP (No LCP Funding)							
Consultant A							\$0
Consultant B							\$0
Consultant C							\$0
Total Task 8			\$0	\$0	\$0	\$0	\$0
Total subcontractors			\$100,000	\$0	\$0	\$0	\$100,000
Total Direct Costs			\$100,000	\$0	\$0	\$0	\$100,000
OVERHEAD / INDIRECT COSTS[3]							
			\$0	\$0			\$0

TOTAL PROJECT COST	\$100,000	\$50,813	\$48,186	\$164,000	\$380,139

[1] Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

[2] Travel reimbursement rates are the same as similarly situated state employees.

[3] All subcontractors must be selected pursuant to a competitive bidding process that seeks at least three (3) bids from responsible bidders.

[4] Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it. Amount requested for indirect costs should be capped at 10% of amount requested for "Total Personnel."

Consultant A= Raïmi

Consultant B= PMC

Consultant C= Fehr & Peers