

**EXHIBIT A****SCOPE OF WORK**

1. Grantee agrees to expend grant funds provided by the Commission only for and in accordance with project activities as described under the Scope of Work attached hereto as EXHIBIT A.
2. The Project representatives during the term of this agreement, and the person authorized to sign grant amendments and RFFs on behalf of the grantee, will be:

<b>State Agency:</b> California Coastal Commission	<b>Grantee:</b> City of Santa Barbara
Name: Kelsey Ducklow ("Grant Manager")	Name: Alelia Parenteau, Acting Sustainability and Resilience Director
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 616 Laguna Street Santa Barbara, CA 93101
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Email: <a href="mailto:kelsey.ducklow@coastal.ca.gov">kelsey.ducklow@coastal.ca.gov</a>	Email: <a href="mailto:AParenteau@SantaBarbaraCA.gov">AParenteau@SantaBarbaraCA.gov</a>

3. Primary project contact:

<b>State Agency:</b> California Coastal Commission	<b>Grantee:</b> City of Santa Barbara
Section/Unit: Statewide Planning Unit	Section/Unit: Sustainability and Resilience Department
Name: Karen Vu (Grant Coordinator)	Name: Melissa Hetrick, Acting Energy and Climate Manager
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 616 Laguna Street Santa Barbara, CA 93101
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Email: <a href="mailto:karen.vu@coastal.ca.gov">karen.vu@coastal.ca.gov</a>	Email: <a href="mailto:MHetrick@SantaBarbaraCA.gov">MHetrick@SantaBarbaraCA.gov</a>

## EXHIBIT A

### SCOPE OF WORK

**City of Santa Barbara**

**Regional Coastal Adaptation Monitoring Program**

**Federal Tax ID#:** 95-6000-787

**Budget Summary:**

CCC funding:	\$630,000
<u>Other funding:</u>	<u>\$66,000</u>
Total project cost:	\$696,000

**Term of Project:** June 1, 2022 (or grant agreement execution date) – December 31, 2026

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**A. PROJECT DESCRIPTION**

This project will involve development of a Regional Coastal Adaptation Monitoring Program for the BEACON coast, encompassing Santa Barbara and Ventura Counties, to provide consistent data and analysis to implement sea-level rise adaptation plans in the region. The objectives of the program are to provide local management agencies with the information needed to assess if changed conditions warrant new adaptation approaches and if implementation actions are resulting in regional resilience benefits or impacts. Establishing a regional scope for the monitoring program will encourage coordinated adaptation responses across jurisdictions. It will also be designed as a transferable program that could be adopted and replicated in other coastal regions and jurisdictions in California.

To the extent feasible, the monitoring program will utilize existing monitoring efforts and datasets (e.g., USGS and NOAA monitoring data), but would present that data in a manner that efficiently and effectively informs decision making. The program will be designed to be cost effective and targeted to only those parameters necessary so as to ensure monitoring efforts continue into the long-term and are focused on regional-level climate and sea-level rise adaptation. The type of monitoring parameters that will be explored for inclusion in the program include physical attributes, such as sea levels, shoreline position, and bluff position, as well as social attributes, such as inventorying the parcels and socioeconomic status of census tracts affected by flooding events. The program will be developed through a stakeholder process involving representatives from multiple jurisdictions within Santa Barbara and Ventura Counties and a science advisory team led by members of the BEACON Science Advisory Committee in addition to outside technical advisors. A robust public outreach and comment process will occur on the Draft Regional Coastal Adaptation Monitoring Plan.

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Following development of the Monitoring Plan, select pilot monitoring will be conducted. At the conclusion of the monitoring period, a monitoring results report will be prepared. The science advisory team and agency stakeholder group will then reconvene to examine the lessons learned from the monitoring and prepare revisions to the Monitoring Plan accordingly. The City of Santa Barbara will then prepare an amendment to the City's fully certified Local Coastal Program (LCP) to incorporate the final monitoring protocols into the City's Coastal Land Use Plan.

### B. TASKS

#### **Task 1: Grant and Project Management**

This task is for general project management, development of request for proposals, management of consultant contracts, administration of grant agreements and records, invoicing, and submittal of requests for funds and grant progress reports.

##### **Subtasks:**

**1.1 Grant management:** progress report submittals and request for funds

**1.2 Project management:** management of consultants, scope of work, budget, outreach processes, and overall project work

**Deliverables:** All grant submittals, invoicing, and progress reports

#### **Task 2: Development of Regional Coastal Adaptation Monitoring Plan**

BEACON, with the assistance of a chosen consultant, will manage the creation of a Regional Coastal Adaptation Monitoring Plan. The process for development of the Monitoring Plan will include a science advisory team and agency stakeholder group including representatives throughout Santa Barbara and Ventura Counties and CCC staff. The process will commence with development of joint goals for the program and an assessment of stakeholders' monitoring needs related to adaptation planning, implementation of adaptation projects, and assessment of adaptation project impacts and benefits. The team will evaluate various existing monitoring datasets and programs at the local, regional, state, and federal level. Monitoring parameters for the program will then be analyzed with respect to their effectiveness at implementing the goals of the project, costs, and ease of implementation. Parameters to be explored include physical attributes such as groundwater levels, sea levels, shoreline position, and bluff position, and social attributes such as the parcels and socioeconomic status of census tracts affected by flooding events. A Public Draft Monitoring Plan will then be prepared that includes clear goals and outcomes of the monitoring program and identifies, in detail, chosen monitoring protocols and data sources, methods of monitoring, and frequency and timing of monitoring to be conducted. The plan will also outline the parameters for pilot monitoring to be conducted under Task 3.

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The Public Draft Regional Coastal Adaptation Monitoring Plan will be released for CCC staff review and then be released for public comment, and an agency, stakeholder, and interested party outreach process will commence. Revisions to the plan will then be made based on CCC staff and public comments and a Final Draft Regional Coastal Adaptation Monitoring Plan will be prepared.

### **Subtasks:**

- 2.1 Finalize plan development scope of work:** identify resource needs for project, consultant needs, and assignment of work duties.
- 2.2 Assemble and organize technical review panel:** technical review panel will include the Science Advisory Team and possibly additional technical expertise from consultants.
- 2.3 Identify and compile agency stakeholder group**
- 2.4 Project work sessions:** work sessions will include technical and stakeholder teams to scope out goals and parameters of plan.
- 2.5 Develop Administrative Draft Regional Coastal Adaptation Monitoring Plan with 4-week CCC staff review**
- 2.6 Public outreach and comment on Public Draft Monitoring Plan**
- 2.7 Prepare Final Draft Regional Coastal Adaptation Monitoring Plan**

**Deliverables:** Administrative Draft, Public Draft, and Final Draft Regional Coastal Adaptation Monitoring Plan

### **Task 3: Pilot Monitoring Project(s)**

Following finalization of the Final Draft Regional Coastal Adaptation Monitoring Plan, pilot monitoring will occur based on a subset of locations and parameters developed for the plan, including the final schedule. A draft monitoring results report will then be prepared that will serve as an example of regular monitoring results reports to be delivered in the future. Following CCC staff review, a final Pilot Monitoring Results Report will be prepared.

### **Subtasks:**

- 3.1 Identify and evaluate pilot project site locations**
- 3.2 Implement pilot monitoring**
- 3.3 Prepare Draft Pilot Monitoring Results Report and 4-week CCC staff review**
- 3.4 Prepare Final Pilot Monitoring Results Report**

**Deliverables:** Draft and Final Pilot Monitoring Results Report

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### Task 4: Revised Protocols

Following pilot monitoring, the science advisory team and agency stakeholder group will be reconvened to examine the lessons learned from the pilot monitoring and to recommend refinements to the monitoring protocols in the Final Draft Regional Coastal Adaptation Monitoring Plan and identify any further needs for the program. Based on this analysis, a revised Final Regional Coastal Adaptation Monitoring Plan will be prepared.

#### Subtasks:

- 4.1 Reassess Final Draft Monitoring Plan:** reassess Final Draft Monitoring Plan from task 2.7 based on monitoring results.
- 4.2 Prepare revised Final Regional Coastal Adaptation Monitoring Plan with 4-week CCC staff review**

**Deliverables:** Final Regional Coastal Adaptation Monitoring Plan

### Task 5: Local Coastal Program Amendment

This task includes preparation of a Draft LCP Amendment to incorporate the Regional Coastal Adaptation Monitoring Plan into the City of Santa Barbara Coastal Land Use Plan, which is part of the City's fully certified LCP. CCC staff will be consulted prior to and following release of the Draft LCP Amendment.

#### Subtasks:

- 5.1 Development of Draft LCP Amendment with CCC consultation and 4-week CCC staff review**
- 5.2 Public release of Draft LCP Amendment**
- 5.3 Revisions and release of Final Draft LCP Amendment**
- 5.4 Planning Commission and City Council review of Final Draft LCP Amendment**
- 5.5 Submittal of LCP Amendment to CCC for review**

**Deliverables:** Draft and Final Draft Local Coastal Program Amendment-Regional Coastal Adaptation Monitoring Program

**EXHIBIT A**

**C. SCHEDULE**

Project start/end dates: 6/1/22 (or grant agreement execution date) – 12/30/26

<b>Task 1. Grant and Project Management</b>	<b>6/1/22 – 12/30/26</b>
1.1 Grant management	6/1/22 – 12/30/26
1.2 Project management	6/1/22 – 12/30/26
Deliverables: a. All grant submittals, invoicing, and progress reports	Ongoing
<b>Task 2. Development of Regional Coastal Adaptation Monitoring Plan</b>	<b>6/1/22 – 1/30/24</b>
2.1 Finalize plan development scope of work	6/1/22 – 8/1/22
2.2 Assemble and organize technical review panel	6/1/22 – 8/1/22
2.3 Identify and compile agency stakeholder group	6/1/22 – 10/1/22
2.4 Project work sessions	7/1/22 – 1/1/23
2.5 Develop Administrative Draft Regional Coastal Adaptation Monitoring Plan with 4-week CCC staff review of draft	10/1/22 – 10/1/23
2.6 Public outreach and comment on Public Draft Monitoring Plan	11/1/23 – 12/30/23
2.7 Prepare Final Draft Regional Coastal Adaptation Monitoring Plan	12/30/23 – 1/30/24
Deliverables: a. Administrative Draft Regional Coastal Adaptation Monitoring Plan	9/1/23
b. Public Draft Regional Coastal Adaptation Monitoring Plan	11/1/23
c. Final Draft Regional Coastal Adaptation Monitoring Plan	1/30/24
<b>Task 3. Pilot Monitoring Project(s)</b>	<b>8/1/23 – 6/30/26</b>
3.1 Identify and evaluate pilot project site locations	8/1/23 – 2/30/24
3.2 Implement pilot monitoring	2/30/24 – 2/30/26
3.3 Prepare Draft Pilot Monitoring Results Report including 4-week CCC staff review	5/30/26
3.4 Prepare Final Pilot Monitoring Results Report	6/30/26
Outcome/Deliverables: a. Draft Pilot Monitoring Results Report	4/30/26
b. Final Pilot Monitoring Results Report	6/30/26
<b>Task 4. Revised Protocols</b>	<b>2/30/26 – 8/30/26</b>
4.1 Reassess Final Draft Monitoring Plan	2/30/26 – 4/30/26
4.2 Prepare Revised Final Regional Coastal Adaptation Monitoring Plan including 4-week CCC staff review	7/30/26

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Outcome/Deliverable: a. Final Regional Coastal Adaptation Monitoring Plan	8/30/26
<b>Task 5. Local Coastal Program Amendment</b>	<b>1/1/26 – 12/30/26</b>
5.1 Development of Draft LCP Amendment with CCC consultation and 4-week CCC staff review	1/1/26 – 7/30/26
5.2 Public release of Draft LCP Amendment	8/30/26 – 9/30/26
5.3 Revisions and release of Final Draft LCP Amendment	9/30/26 – 10/30/26
5.4 Planning Commission and City Council review of Final Draft LCP Amendment	10/30/26 – 12/30/26
5.5 Submittal of LCP Amendment to CCC for review	12/30/26
Deliverable: a. Draft LCP Amendment-Regional Coastal Adaptation Monitoring Program	6/30/26
b. Final LCP Amendment -Regional Coastal Adaptation Monitoring Program	12/30/26

**D. BENCHMARK SCHEDULE**

<b>ACTIVITY</b>	<b>COMPLETION DATE</b>
Public Draft Regional Coastal Adaptation Monitoring Plan	11/1/23
Final Draft Regional Coastal Adaptation Monitoring Plan	1/30/24
Draft Pilot Monitoring Results Report	4/30/26
Final Pilot Monitoring Results Report	6/30/26
Revised Final Regional Coastal Adaptation Monitoring Plan	8/30/26
Final LCP Amendment	12/30/26

## **EXHIBIT A1**

### **DEFINITIONS**

1. The term “Agreement”; this Grant Agreement.
2. The term “Budget Act”; the annual enacted version of the Budget Bill which makes appropriations for the support of the government of the State of California.
3. The term “Chief Deputy Director”; the Chief Deputy Director of the Commission.
4. The terms “Commission” or “Coastal Commission” and the acronym “CCC” all refer to the California Coastal Commission.
5. The term “Executive Director”; the Executive Director of the Commission.
6. The term “Grant” or “Grant Funds”; in the case of LCP grants, the money provided by the California Climate Investments program or, in the case of Public Education grants, sales and renewals of the WHALE TAIL<sup>®</sup> Specialty License Plate, or California’s Voluntary Tax Check-Off Program, and administered by the Coastal Commission to the Grantee pursuant to this Agreement.
7. The term “Grant Manager”; the representative of the Commission with authorization per the Executive Director to administer and provide oversight of the Grant.
8. The term "Grantee"; an applicant who has a signed agreement for Grant Funds.
9. The term "Project"; the activity described under the Scope of Work, attached as EXHIBIT A, to be accomplished with Grant Funds.
10. The term “Project Budget”; the Commission approved cost estimate submitted to the Commission’s Grant Manager for the Project. The Project Budget shall describe all labor and material costs of completing each component of the Project. The Project Budget shall contain itemized amounts permissible for each item or task described in the Scope of Work. The Project Budget must include the set administrative and indirect costs agreed upon by the Parties if applicable.
11. The term “Public Agency”; any State of California department or agency, a county, city, public district or public agency formed under California law.
12. The term “Scope of Work” refers to EXHIBIT A, including the approved Project Description, Tasks, and Schedules.
13. The term “Termination Date”; the date by which all activity for the project must be concluded, as specified in the signature page of this Agreement. Work performed after this date cannot be reimbursed.



**EXHIBIT B****BUDGET**

<i>City of Santa Barbara</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
<b>LABOR COSTS<sup>1</sup></b>			
<b>County/City Staff Labor</b>			
Task 1 – <i>Grant and Project Management</i>	\$75,000	\$35,000	\$110,000
Task 2 – <i>Development of Regional Coastal Adaptation Monitoring Plan</i>	\$0	\$0	\$0
Task 3 – <i>Pilot Monitoring Project(s)</i>	\$0	\$0	\$0
Task 4 – <i>Revised Protocols</i>	\$0	\$0	\$0
Task 5 – <i>LCP Amendment</i>	\$20,000	\$10,000	\$30,000
<b>Total Labor Costs</b>	<b>\$95,000</b>	<b>\$45,000</b>	<b>\$140,000</b>
<b>DIRECT COSTS</b>			
<b>County/City Staff Project Supplies</b>			
Printing and Noticing	\$10,000	\$0	\$10,000
Pilot Monitoring Project Supplies	\$50,000	\$0	\$50,000
<b>Total</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$60,000</b>
<b>County/City Staff Travel in State<sup>2</sup></b>			
Mileage	\$0	\$0	\$0
Hotel, etc.	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Consultants<sup>3</sup>/Partners</b>			
Task 1 – <i>Grant and Project Management</i>	\$75,000	\$0	\$75,000
Task 2 – <i>Development of Regional Coastal Adaptation Monitoring Plan</i>	\$225,000	\$0	\$225,000
Task 3 – <i>Pilot Monitoring Project(s)</i>	\$150,000	\$0	\$150,000
Task 4 – <i>Revised Protocols</i>	\$25,000	\$0	\$25,000

<sup>1</sup> Amount requested should include total for salary and benefits.

<sup>2</sup> Travel reimbursement rates are the same as similarly situated state employees.

<sup>3</sup> All consultants must be selected pursuant to a bidding and procurement process that complies with all applicable laws.

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<i>City of Santa Barbara</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
Task 5 – LCP Amendment	\$0	\$0	\$0
<b>Consultants Total</b>	\$475,000	\$0	\$475,000
<b>Total Direct Costs</b>	<b>\$535,000</b>	<b>\$0</b>	<b>\$535,000</b>
<b>OVERHEAD/INDIRECT COSTS<sup>4</sup></b>			
<b>Total County/City Staff Overhead/Indirect Costs</b>	\$0	\$21,000	\$21,000
<b>TOTAL PROJECT COST</b>	<b>\$630,000</b>	<b>\$66,000</b>	<b>\$696,000</b>

<sup>4</sup> 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 Labor.”