



RESOLUTION No. 19-056

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING AN AGREEMENT BETWEEN THE COUNTY OF NEVADA AND ICF JONES & STOKES, INC. TO PROVIDE ON-CALL PERMIT PROCESSING AND SITE PLAN REVIEW IN A MAXIMUM CONTRACT AMOUNT OF \$75,000, AUTHORIZING THE CHAIR OF THE BOARD OF SUPERVISORS TO EXECUTE THE AGREEMENT, AND APPROVING A BUDGET AMENDMENT FOR THE FISCAL YEAR 2018/19 PLANNING DEPARTMENT BUDGET (4/5 AFFIRMATIVE VOTE REQUIRED)

WHEREAS, the Nevada County Planning Department will be tasked as the lead Agency for Administrative Development Permits (ADP) for Cannabis Cultivation upon completion of an amended Nevada County Cannabis Cultivation Ordinance; and

WHEREAS, cannabis permitting may increase permit processing workload within the Planning Department to a level inconsistent with meeting permit timelines; and

WHEREAS, the Planning Department would like to secure on-call staff resources to assist with permit processing; and

WHEREAS, the County conducted a competitive procurement process to identify qualified firms; and

WHEREAS, the County has selected ICF Jones & Stokes, Inc. as one of two qualified firms; and

WHEREAS, the maximum contract amount will not exceed \$75,000 and will be paid from budget code/account 1123-20708-325-8000/521520.

NOW, THEREFORE, BE IT HEREBY RESOLVED the Board of Supervisors of the County of Nevada approves an Agreement between the County of Nevada and ICF Jones & Stokes, Inc. for on-call permit processing and site plan review for the period February 12, 2019 through June 30, 2020 in the maximum amount of \$75,000, and authorizes the Chair of the Board of Supervisors to execute the Agreement on behalf of the County of Nevada.

NOW, THEREFORE, BE IT FURTHER RESOLVED the Board of Supervisors of the County of Nevada directs the Auditor-Controller to amend the Fiscal Year 2018/19 Planning Department budget as follows:

| Increase | |
|----------------------------|----------|
| 1123-20708-325-8000/521520 | \$75,000 |
| 1123-20708-325-8000/450170 | \$75,000 |

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 12th day of February, 2019, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller,
Susan K. Hoek and Richard Anderson

Noes: None.

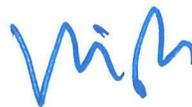
Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER
Clerk of the Board of Supervisors

By: 



Richard Anderson, Chair

2/12/19 cc: Planning*
AC* (Hold)

4/29/2019 cc: Planning*
ICF J&S Inc
AC*(release)

PERSONAL SERVICES CONTRACT

PERSONAL SERVICES CONTRACT

County of Nevada, California

This Personal Services Contract is made between the COUNTY OF NEVADA (herein "County"), and

ICF Jones & Stokes, Inc.

(herein "Contractor"), wherein County desires to retain a person or entity to provide the following services, materials and products generally described as follows:

(§1) **As-Needed Professional Planning Project Processing and Review Services**

SUMMARY OF MATERIAL TERMS

(§2) **Maximum Contract Price:** \$75,000
(§3) **Contract Beginning Date:** 2/12/19 **Contract Termination Date:** 6/30/20
(§4) **Liquidated Damages:** _____

INSURANCE POLICIES

Designate all required policies:

| | | Req'd | Not Req'd |
|--|---------------------------------|----------|-----------|
| (§6) Commercial General Liability | (\$1,000,000) | <u>✓</u> | _____ |
| (§7) Automobile Liability | (\$ 300,000) Personal Auto | _____ | <u>✓</u> |
| | (\$1,000,000) Business Rated | <u>✓</u> | _____ |
| | (\$1,000,000) Commercial Policy | _____ | <u>✓</u> |
| (§8) Worker's Compensation | | <u>✓</u> | _____ |
| (§9) Errors and Omissions | (\$1,000,000) | <u>✓</u> | _____ |

LICENSES

Designate all required licenses:

(§14) _____

NOTICE & IDENTIFICATION

(§26) **Contractor:**
ICF Jones & Stokes Inc.
630 K Street Ste 400
Sacramento, CA 95814

County of Nevada:
Community Development Agency-
Planning Division
950 Maidu Avenue
Nevada City, California 95959

Contact Person: Sally Zeff
(916) 231-9543
e-mail: sally.zeff@icf.com

Contact Person: Brian Foss
(530) 265-1256
e-mail: brian.foss@co.nevada.ca.us

Contractor is a: (check all that apply)

Corporation: Calif., Other, LLC, Non-profit
Partnership: Calif., Other, LLP, Limited
Person: Indiv., Dba, Ass'n, Other

EDD: Independent Contractor Worksheet Required: Yes No
HIPAA: Schedule of Required Provisions (Exhibit D): Yes No

ATTACHMENTS

Designate all required attachments:

| | Req'd | Not Req'd |
|--|----------|-----------|
| Exhibit A: Scope of Work | <u>✓</u> | _____ |
| Exhibit B: Payment Schedule | <u>✓</u> | _____ |
| Exhibit C: Schedule of Changes (Additions, Deletions & Amendments) | _____ | <u>✓</u> |
| Exhibit D: Schedule of HIPAA Provisions (Protected Health Information) | _____ | <u>✓</u> |

Terms

Each term of this Contract below specifically incorporates the information set forth in the Summary at page one (1) above as to each respective section (§) therein, as the case may be.

Services

1. **Scope of Services:**

Contractor shall provide all of the services, materials and products (herein "Services") generally described in **Exhibit "A"**, according to a performance schedule, if applicable, as set forth in said exhibit (herein "Performance Schedule"). If requested, Contractor agrees to serve as an expert witness for County in any third party action or proceeding arising out of this Contract.

Payment

2. **Charges and Payments:**

The charges (herein "Charges") for furnishing the aforesaid Services under this Contract are set forth in **Exhibit "B"**, including, if applicable, hourly rates, unit pricing, and expense, mileage and cost limits. Said Charges shall be presented monthly by invoice, and shall be due within thirty (30) days of receipt unless payment is otherwise set forth in said **Exhibit "B"**, and shall remain in effect for the entire term of this Contract, and any extension hereof. In no event will the cost to County for Services to be provided under this Contract, including direct non-salary expenses, exceed the **Maximum Contract Price** set forth at §2, page one (1), above.

Time for Performance

3. **Contract Term:**

This Contract shall commence on the **Contract Beginning Date** set forth at §3, page one (1), above. All Services required to be provided by this Contract shall be completed and ready for acceptance no later than the **Contract Termination Date** set forth at §3, page one (1), above.

4. **Liquidated Damages:**

County and Contractor agree that damages to County due to delays in timely providing Services in accordance with the aforesaid Performance Schedule and Contract Termination Date are impractical and difficult to ascertain. Therefore, if §4 at page one (1) hereof shall indicate a daily amount as **Liquidated Damages**, County shall have the right to assess said daily sum, not as a penalty, but as and for damages to County due to delays in providing Services not in accordance with the said Performance Schedule, or later than the Contract Termination Date (herein "Delay"). Liquidated Damages shall be offset against amounts owing to Contractor, including retention sums.

To the extent that any Delay is a result of matters or circumstances wholly beyond the control of Contractor, County may excuse said Liquidated Damages; provided however, that County may condition such excuse upon Contractor having given prompt notice to County of such delay immediately by telephone and thereafter by written explanation within a reasonable time. The time for Contractor's performance shall be extended by the period of delay, or such other period as County may elect.

5. **Time of the Essence:**

Time is of the essence with respect to Contractor's performance under this Contract. Delay in meeting the time commitments contemplated herein will result in the assessment of liquidated damages, if indicated at §4 at page one (1), hereof. If Liquidated Damages are not so indicated, damages shall be as otherwise provided by law.

Insurance

6. **Commercial General Liability Insurance:** (County Resolution No. 90674)

If §6 at page one (1) hereof shall indicate a **Commercial General Liability** insurance policy is required, Contractor shall promptly provide proof of such insurance evidenced by a certificate of insurance with properly executed endorsements attached, which insurance shall include the following:

- (i) Broad form coverage for liability for death or bodily injury to a person or persons, and for property damage, combined single limit coverage, in the minimum amount indicated at said §6;
- (ii) An endorsement naming County as an additional insured under said policy, with respect to claims or suits arising from the Services provided or the relationships created under this Contract;

Contractor approves this page 

- (iii) A provision that said insurance shall be primary and other insurance maintained by the County of Nevada shall be excess only and not contributing with Contractor's insurance;
- (iv) A provision that said insurance shall provide for thirty (30) days written notice to County of any termination or change in coverage protection, or reduction in coverage limits (except ten (10) days notice for non-payment of premium).

7. Automobile Liability Insurance: (County Resolution No. 90676)

If §7 at page one (1) hereof shall require either a Business Rated or a Commercial Automobile Liability insurance policy, for each vehicle used including non-owned and hired automobiles, Contractor shall promptly provide proof of such insurance evidenced by a certificate of insurance with properly executed endorsements attached, which insurance shall include the following provisions:

- (i) Liability protection for death or bodily injury to a person or persons, property damage, and uninsured and underinsured coverage, combined single limit coverage, in the minimum amount indicated at said §7;
- (ii) An endorsement naming County as an additional insured under said policy, with respect to claims or suits arising from the Services provided or the relationships created under this Contract;
- (iii) A provision that said insurance shall be primary and other insurance maintained by the County of Nevada shall be excess only and not contributing with Contractor's insurance;
- (iv) A provision that said insurance shall provide for thirty (30) days written notice to County of any termination or change in coverage protection, or reduction in coverage limits (except ten (10) days notice for non-payment of premium).

If §7 at page one (1) hereof shall require a Personal Auto policy, for each vehicle used including non-owned and hired automobiles, Contractor shall promptly provide proof of such insurance for a minimum of three hundred thousand dollars, (\$300,000), in combined single limits, and naming the County as additionally insured.

8. Worker's Compensation: (County Resolution No. 90674)

If §8 at page one (1) hereof shall indicate a **Worker's Compensation** insurance policy is required, Contractor shall maintain said policy as required by law, and shall promptly provide proof of such insurance evidenced by a certificate of insurance, or other documentation acceptable to County.

Before commencing to utilize employees in providing Services under this Contract, Contractor warrants that it will comply with the provisions of the California Labor Code, requiring Contractor to be insured for worker's compensation liability or to undertake a program of self-insurance therefor.

9. Errors and Omissions:

If §9 at page one (1) hereof shall indicate **Errors and Omissions** insurance is required, Contractor shall maintain either a professional liability or errors & omissions policy in the minimum amount indicated, and shall promptly provide proof of such insurance evidenced by a certificate of insurance, or other documentation acceptable to County.

10. Miscellaneous Insurance Provisions: (County Resolution No. 90675)

All policies of insurance required by this Contract shall remain in full force and effect throughout the life of this Contract and shall be payable on a "per occurrence" basis unless County specifically consents to "claims made" coverage. If the County does consent to "claims made" coverage and if Contractor changes insurance carriers during the term of this Contract or any extensions hereof, then Contractor shall carry prior acts coverage.

Insurance afforded by the additional insured endorsement shall apply as primary insurance, and other insurance maintained by County, its officers, agents and/or employees, shall be excess only and not contributing with insurance required or provided under this agreement.

At all times, Contractor shall keep and maintain in full force and effect throughout the duration of this Contract, policies of insurance required by this Contract which policies shall be issued by companies with a Best's Rating of B+ or higher (B+, B++, A-, A, A+ or A++), or a Best's Financial Performance Rating (FPR) of 6 or higher (6, 7, 8 or 9) according to the current Best's Key Rating Guide, or shall be issued by companies approved by the County Risk Manager. In the event the Best's Rating or Best's FPR shall fall

Contractor approves this page 

below the rating required by this paragraph, Contractor shall be required to forthwith secure alternate policies which comply with the rating required by this paragraph, or be in material breach of this Contract.

Failure to provide and maintain the insurance policies (including Best's ratings), endorsements, or certificates of insurance required by this Contract shall constitute a material breach of this agreement (herein "Material Breach"); and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both. (See §13, ¶2, below, as these provisions additionally apply to subcontractors.)

11. Indemnity:

Nothing herein shall be construed as a limitation of Contractor's liability, and Contractor shall indemnify, defend and hold harmless the County and its officers, officials, employees, agents and volunteers from any and all liabilities, claims, demands, damages, losses and expenses (including, without limitation, defense costs and attorney fees of litigation) which result from the negligent act, willful misconduct, or error or omission of Contractor, except such loss or damage which was caused by the sole negligence or willful misconduct of County or its officers, officials, employees, agents and volunteers.

Personal Services

12. Contractor as Independent:

In providing services herein, Contractor, and the agents and employees thereof, shall act in an independent capacity and as an independent contractor and not as agents or employees of County.

13. Assignment and Subcontracting:

Except as specifically provided herein, the rights, responsibilities, duties and Services to be performed under this Contract are personal to the Contractor and may not be transferred, subcontracted, or assigned without the prior written consent of County. Contractor shall not substitute nor replace any personnel for those specifically named herein or in its proposal without the prior written consent of County.

Contractor shall cause and require each transferee, subcontractor and assignee to comply with the insurance provisions set forth herein at §§6, 7, 8, 9 and 10, to the extent such insurance provisions are required of Contractor under this Contract. Failure of Contractor to so cause and require such compliance by each transferee, subcontractor and assignee shall constitute a Material Breach of this agreement, and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both.

14. Licensing and Permits:

Contractor warrants (i) Contractor is qualified and competent to provide all Services under this contract; (ii) Contractor and all employees of Contractor hold all necessary and appropriate licenses therefor, including those licenses set forth at §14, page one (1) hereof; and, (iii) Contractor shall obtain, and remain in compliance with, all permits necessary and appropriate to provide said Services. Contractor shall cause said licenses and permits to be maintained throughout the life of this Contract. Failure to do so shall constitute a Material Breach of this agreement, and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both.

Public Contracts

15. Prevailing Wage and Apprentices:

To the extent made applicable by law, performance of this contract shall be in conformity with the provisions of California Labor Code, Division 2, Part 7, Chapter 1, commencing with Section 1720 relating to prevailing wages which must be paid to workers employed on a public work as defined in Labor Code §§ 1720, et seq.; and shall be in conformity with Title 8 of the California Code of Regulations §§ 200 et seq., relating to apprenticeship. Contractor shall comply with the provisions thereof at the commencement of Services to be provided herein, and thereafter during the term of this Contract. A breach of the requirements of this section shall be deemed a material breach of this contract. A copy of the relevant prevailing wage as defined in Labor Code §1770 et seq. is on file with the Department of Transportation, County of Nevada, 950 Maidu Avenue, Nevada City, California 95959. Copies will be provided upon request.

16. Accessibility (County Resolution No. 00190):

It is the policy of the County of Nevada that all County services, programs, meetings, activities and facilities shall be accessible to all persons, and shall be in compliance with the provisions of the Americans With Disabilities Act and Title 24, California Code of Regulations. To the extent this Contract

Contractor approves this page, 

shall call for Contractor to provide County contracted services directly to the public, Contractor shall certify that said direct Services are and shall be accessible to all persons.

17. Nondiscriminatory Employment:

In providing Services hereunder, Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, political affiliation, ancestry, marital status or disability. This policy does not require the employment of unqualified persons.

18. Prior Nevada County Employment (County Resolution No. 03-353):

Effective July 22, 2003, it is the policy of the County of Nevada that former members of the Board of Supervisors, a former CEO, or a former Purchasing Agent, for a period of twelve (12) months following the last day of employment, shall not enter into any relationship wherein that former employee or former Board member receives direct remuneration from a legal entity that, during the last twelve (12) months of said employment or Board member's service, entered into a contract with, or received a grant from the County of Nevada. Provided however, that this prohibition shall not apply to any employee that did not personally approve a contract with or grant to said legal entity during the last twelve (12) months of said employment, and shall not apply when the Board of Supervisors did not approve a contract with or grant to said legal entity during the last twelve (12) months of said Board member's service.

A violation of this policy shall subject Contractor to all of the remedies enumerated in said resolution and as otherwise provided in law, which remedies shall include but not be limited to injunctive relief, cancellation and voiding of this contract by County, a return of grant money, a cause of action for breach of contract, and entitlement to costs and reasonable attorney fees in any action based upon a breach of contract under this provision.

19. Cost Disclosure:

In accordance with Government Code Section 7550, should a written report be prepared under or required by the provisions of this Contract, Contractor agrees to state in a separate section of said report the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of said report

Default and Termination

20. Termination:

A Material Breach of this Contract pursuant to the terms hereof or otherwise, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to immediately suspend payments hereunder, or terminate this contract, or both, **without notice**.

If Contractor fails to timely provide in any manner the services materials and products required under this Contract, or otherwise fails to promptly comply with the terms of this Contract, or violates any ordinance, regulation or other law which applies to its performance herein, County may terminate this Contract by giving **five (5) days written notice** to Contractor.

Either party may terminate this Contract for any reason, or without cause, by giving **thirty (30) calendar days written notice** to the other, which notice shall be sent by registered mail in conformity with the notice provisions, below. In the event of termination not the fault of the Contractor, the Contractor shall be paid for services performed to the date of termination in accordance with the terms of this Contract. Contractor shall be excused for failure to perform services herein if such performance is prevented by acts of God, strikes, labor disputes or other forces over which the Contractor has no control.

County, upon giving **sixty (60) calendar days written notice** to Contractor, shall have the right to terminate its obligations under this Contract at the end of any fiscal year if the County or the State of California, as the case may be, does not appropriate funds sufficient to discharge County's obligations coming due under this contract.

Miscellaneous

21. Books of Record and Audit Provision:

Contractor shall maintain complete records relating to this Contract for a period of five (5) years from the completion of Services hereunder. Said records shall include but not be limited to bids and all supporting documents, original entry books, canceled checks, receipts, invoices, payroll records including subsistence, travel and field expenses, together with a general ledger itemizing all debits and credits

Contractor shall permit County to audit said records as well as such related records of any business entity controlled by Contractor. Said audit may be conducted on Contractor's premises or at a location designated by County, upon fifteen (15) days notice. Contractor shall promptly refund any moneys erroneously charged and shall be liable for the costs of audit if the audit establishes an over-charged of five percent (5%) or more of the Maximum Contract Price.

Contractor approves this page 

22. Intellectual Property:

All original photographs, diagrams, plans, documents, information, reports, computer code and all recordable media together with all copyright interests thereto (herein "Intellectual Property"), which concern or relate to this Contract and which have been prepared by, for or submitted to Contractor, shall be the property of County, and upon fifteen (15) days demand therefor, shall be promptly delivered to County without exception. Provided however, for personal purposes only and not for commercial, economic or any other purpose, Contractor may retain a copy of Contractor's work product hereunder.

23. Entire Agreement:

This Contract represents the entire agreement of the parties, and no representations have been made or relied upon except as set forth herein. This Contract may be amended or modified only by written, fully executed agreement of the parties.

24. Jurisdiction and Venue:

This Contract shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue shall be in Nevada County, California.

25. Compliance with Applicable Laws:

The Contractor shall comply with any and all federal, state and local laws, codes, ordinances, rules and regulations which relate to, concern or affect the Services to be provided by this Contract.

26. Notices:

This Contract shall be managed and administered on County's behalf by the department and the person set forth at §26, page one (1) of this Contract, and all invoices shall be submitted to and approved by this Department. In addition to personal service, all notices may be given to County and to Contractor by first class mail addressed as set forth at said §26 Said notices shall be deemed received the fifth (5th) day following the date of mailing or the earlier date of personal service, as the case may be.

27. Authority:

All individuals executing this Contract on behalf of Contractor represent and warrant that they are authorized to execute and deliver this Contract on behalf of Contractor.

IN WITNESS WHEREOF, the parties have executed this Contract effective on the Beginning Date, above.

CONTRACTOR:



Name: Trina L. Fisher
Title: Contracts Administrator

Dated: 2/1/2019

COUNTY OF NEVADA:



Honorable Richard Anderson
Chair, Board of Supervisors

Dated: 2/12/2019

Attest: 

Julie Patterson Hunter
Clerk of the Board

Contractor approves this page 

EXHIBIT "A"

SCHEDULE OF SERVICES

ICF will provide multi-disciplinary project review/processing services including, but not limited to, the following:

SERVICES

Complete List of Services

Application review and processing
CEQA compliance documentation

1. **Services that Exceed the Scope.** ICF will provide a wide range of environmental compliance services, including air quality analysis and emissions modeling, biological resources studies and wetland delineations, cultural resources studies, noise studies, and regulatory agency permitting. We understand that the services described in the County's request for proposal (RFP) assume that technical studies will be prepared by the applicant, but ICF is available to perform such studies if necessary.
2. **Staff Development and Training.** ICF staff will continually attend both in-house and external training so that we are current on federal, state, and local regulations and state-of-the-practice environmental solutions. In-house training includes project management and CEQA and National Environmental Policy Act (NEPA) compliance training, as well as training specific to biological resources, cultural resources, air quality, and other technical fields. Our staff attend external training including Association of Environmental Professionals (AEP) and American Planning Association (APA) training and events. In addition to the training our staff receive, ICF professionals present CEQA instruction through University of California Extension Program courses, AEP and APA events, and specialized classes for clients.
3. **Cost Efficiencies.** ICF will bring to the County the lessons learned from our experience conducting similar cannabis related work for the County of Humboldt. We will regularly consult with County staff regarding strategies to increase efficiency in developing staff reports and CEQA documents for cannabis cultivation/processing applications. Some of these strategies may be informative for the County of Nevada. For example, the County of Humboldt has adopted a two-phase strategy for processing cannabis applications. During Phase 1, applications are screened for completeness so that complete applications can be processed immediately while missing information is collected for other applications.

We will also develop techniques to work with applicants to acquire necessary information since many applicants are not well versed in County ordinances or environmental law, we will frame questions to applicants in laypersons' when this is beneficial. We will assist with the challenges the County may face when implementing the ordinance in a new, not-well-understood industry. ICF will work with staff to develop solutions which ensure efficiencies and high quality work products.

AGRICULTURAL, CANNABIS, STEEP SLOPES, AND BIOLOGICAL RESOURCES WORK EXPERIENCE

1. **Agricultural Resources.** ICF has substantial experience not only in assessing impacts of projects on farmland, but also with permitting and environmental review for agricultural projects. We have successfully worked with a range of major agricultural enterprises to permit wineries, cheese factories, and large-scale agricultural processing and packing facilities, as well as cannabis cultivation/processing operations. Other agricultural-related projects have included permitting and environmental review for alternative power generation for agricultural facilities, including wind, solar, and cogeneration/waste to energy.

Contractor approves this page 

2. **Cannabis Experience.** ICF will provide application review and processing of cannabis cultivation and processing projects. ICF will review cannabis cultivation/processing applications and supporting materials for conditional use permits (CUPs) and special permits, provide deficiency letters if they are incomplete, or if complete, develop staff reports. ICF also will provide CEQA compliance documentation for larger cannabis operations requiring more than just a categorical exemption.

ICF will coordinate with the regulatory agencies to address recommendations and comments that are received during project referrals. We will also communicate directly with permit applicants to ensure that projects are consistently and accurately described and that the necessary technical studies are completed to meet the requirements of the County and regulatory agencies. In some instances, ICF biologists may need to complete biological resource studies for special-status plants and wildlife and wetland delineations. We will maintain a thorough understanding of the issues germane to the cannabis industry, the environmental issues affected by the industry, and the regulations driving the industry.

3. **Steep Slopes.** ICF understands many of the cannabis cultivation and processing operations are located in areas with steep slopes. Some of these existing cannabis operations are on graded flats and are able to remain in their current locations, while others have to be relocated to flatter areas on the parcel. When reviewing applications, ICF will use GIS to determine the slope angle that the cultivation area is located on, and the County's Web GIS (if applicable) to include the layer identifying where historic landslides are prone. ICF will use this information to determine if the cultivation area(s) are in acceptable locations and relays this information to applicants through a deficiency letter or complete letter.

For other types of projects, such as mining projects, minor subdivisions, and use permits, will involve addressing issues related to steep slopes, including erosion and slope stability, visual impacts, and specific foundation design requirements.

4. **Biological Resource.** ICF will work on projects with substantial biological resource issues where there are special-status species present or in the project vicinity. Northern spotted owl (*Strix occidentalis caurina*) and marbled murrelet (*Brachyramphus marmoratus*) are two species of particular concern because of noise from generators affecting these species. ICF will review applicable California Department of Fish and Wildlife (CDFW) and U.S. Fish and Wildlife Service (USFWS) databases for potential special-status species present, comments received from regulatory agencies, and any biological resources studies completed for the project and recommends appropriate avoidance/mitigation measures.

ICF biologists will complete botanical surveys and wildlife studies and wetland delineations for cannabis projects, as well as for the full range of other types of projects likely to arise in reviewing applications under this on-call contract. Our wildlife biology staff will consist of experts for all listed species and other key wildlife groups, including raptors and other birds, mammals, reptiles, amphibians, invertebrates and fish. We will maintain the appropriate skills and permits/authorizations to conduct protocol-level surveys for many listed species, and many of our biologists will obtain project-specific approvals that authorize them to handle and relocate listed species as part of approved project activities, including anadromous salmonids. Our botanists and wetlands ecologists will have experience conducting botanical surveys and wetland delineation, and we routinely conduct assessments in riparian, and other wetland habitats, as well as upland grassland, shrub, and forested habitats. ICF's wetland biologists will have experience preparing delineations for Clean Water Act Section 404 and 401 permits and CDFW lake and streambed alteration agreements.

Contractor approves this page 

EXHIBIT "B"

SCHEDULE OF CHARGES AND PAYMENTS

(Paid by County)

Payment schedules shall set forth specific Fee Schedules when requested services are by County as-needed which relate to the schedule of services to be provided, as set forth in **Exhibit "A"**, above.

| Fee structure for application review | COST |
|--|--|
| Indicate the initial review fee charged as a percentage of the County's collected project review fee. This fee should include shipping and courier when services are provided external of the County offices. County collects \$450.42 (3 hours review time) for Administrative Development Permits and \$3,002.80 (20 hours review time) for Use Permit upon application submittal. County bills applicant for hours spent over initial deposit amount. | 75% for ADP 50% for CUP ICF assumes we would receive and send all files electronically, so there would be no shipping/courier costs. |
| FEE SCHEDULE: Provide the hourly billing rates for each of the following personnel categories. If an additional charge will be assessed for mileage, indicate the charge per mile. Otherwise this rate should be all inclusive for each of the respective job classifications: | COST |
| Assistant Planner | \$95 |
| Associate Planner | \$102 |
| Cultural Resource Specialist | \$180 |
| Biologist | \$126 |
| Senior Biologist | \$182-208 |
| Project Manager | \$145 |
| Project Director | \$235 |
| Administrative Processing Staff | \$75 |
| 2018 Mileage at Current IRS Rate | \$.545/mile |

Name of Firm: ICF Jones & Stokes, Inc.

Authorized Signature: 

Printed Name and Title: David Freytag, Senior Vice President

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