Scope of Services

Phase I. Existing Conditions & Opportunities & Constraints

Task 1.1: Project Initiation

1.1.1 Kick-off Meeting and Site Tour

Members of the WRT team will meet with the City of Albany (City) project team/staff to discuss operating procedures, schedules, work scope assumptions, and other administrative matters. Critical dates for completion of various milestones and a schedule of regular meetings will be established. Key contacts and lines of communication will be identified, including the City, the community, affected public agencies such as EBRPD and State Parks, and other interested parties. The meeting will also provide the first opportunity to exchange perceptions of the key issues involved in the project, and to receive City input regarding the community's priorities and expectations. The WRT team assumes that City staff will work closely with the WRT team to provide technical information as well as general guidance and direction on process.

As part of the kick-off meeting, the WRT team will tour the planning area with City team members. While the WRT team is already familiar with the area, the initial tour will help to develop a common understanding of the site's physical characteristics and provide the team with initial insights and direction through collective discussion and observations. The tour also provides an opportunity for City staff and the WRT team to discuss project background and goals and objectives as well as opportunities and constraints in the field. Additional site reconnaissance trips by individual team members may be conducted in subsequent tasks to complete necessary background and feasibility studies.

Task 1.2: Data Collection and Document Review

Our approach to developing a working understanding of the existing conditions at the Albany Bulb will be largely based on a review and synthesis of existing data, identification of data gaps, and on-site information gathering through site reconnaissance. The scope assumes that the City will assist the WRT team in identifying and obtaining available documentation, including access to files held by EBRPD and State Parks.

The WRT team will review key documents identified and provided by the City and through our multi-disciplinary investigations. From this review we will develop a broader and effective level of understanding of the project background and identify study alternatives that support planning objectives.

WRT will receive and format GIS and CAD data from the City and EBRPD for use on the project. We assume available materials will include: high resolution, scaled, ortho-rectified color aerial photographs; property lines and easements; topography; utilities, etc. We will work with the City to identify needs for additional information that may be available and/or should be developed including supplemental topographic data, surveys, and planned improvements (e.g., Albany Beach).

Under this task, the WRT team will perform a review of survey data and site conditions. We will review and summarize the existing elevation data that is available to the team, and will summarize the site conditions based on review of prior studies and site reconnaissance. For budgeting purposes we anticipate reviewing existing sources of elevation data, including publicly available LiDAR data, bathymetry data, existing basemaps for the Albany Beach and Eastshore State Park General Plan projects, and other available topographic information.

The team will conduct a site reconnaissance to visually inspect and identify the conditions of the site, including the level of existing shoreline protection and potential problem areas. We will use simple methods to characterize the cross section of the shore to identify how far bayward the rubble slope extends, which will be used as a basis for developing the conceptual improvements for landfill protection. In addition, we will pair the shoreline reconnaissance with an initial habitat assessment to begin to evaluate linkages between existing shoreline conditions and habitat types.

Task 1.3: Technical Advisory Committee

WRT recommends the creation of a Technical Advisory Committee (TAC) to work with the WRT team during the planning process to ensure that Transition Plan recommendations meet regulatory, technical, and operations requirements for State Parks and EBRPD. The WRT team will work with the City to identify membership on the committee. Possible committee candidates include representatives from: EBRPD, State Parks, BCDC, RWQCB, ABAG (Bay Trail), and the City. Other agency participation (e.g., Corps of Engineers, California Department of Fish and Wildlife, NOAA Fisheries, and the U.S. Fish and Wildlife Service) will depend on jurisdictional relevance, level of interest and availability. Agencies with jurisdiction who do not participate on the committee will be contacted individually as part of the stakeholder outreach process.

An initial meeting will be held with the committee to introduce the agencies to the scope of the project, solicit feedback on agency concerns related to the Neck and Bulb, and to identify key contacts and data sources. The Technical Advisory Committee will be a key mechanism for understanding regional and statewide priorities as they pertain to the Neck and Bulb and the larger McLauglin Eastshore State Park.

Task 1.4: Stakeholder Outreach

WRT will work with the City to identify critical stakeholders who should be engaged to support an effective and successful planning process. The WRT team will conduct up to four (4) focus groups and/or stakeholder interview sessions. These focus groups or interviews will be targeted primarily to community stakeholders. The purpose of these meetings will be to inform the community of the project scope, process and findings and ultimately to solicit and document community input on the Transition Plan process and alternatives. The outreach effort will be framed within the context of the Eastshore State Park General Plan guidelines for the Bulb. To facilitate discussion and participation, stakeholder groups will be kept small (no more than 8-10 individuals). To be as efficient as possible, initial stakeholder interviews will be scheduled for a single day, and held at City Hall. These meetings will occur early in the project, as they will help to frame the Transition Plan recommendations. Potential groups include: CESP, Audubon, and Sierra Club.

Task 1.5: Regulatory Framework and Regional and Statewide Priorities

As part of understanding the existing planning context, the WRT team will describe the study area's jurisdictional areas and current regulatory framework, including identification of agencies with jurisdiction, applicable laws and regulations, and associated permits/approvals. A description of the existing regulatory framework will be included in the existing conditions report, and the WRT team will incorporate current regulations into the team's planning and technical considerations throughout the transition planning process.

Task 1.6: Physical Site Assessment

Subtask 1.6.1 Habitat Assessment

The WRT team will prepare a technical memorandum that characterizes the site's habitat types and biological setting. The assessment will include a general characterization of shoreline conditions including mapping of different shoreforms, tidally influenced habitats and upland areas. We will review existing available information and technical studies, and verify that any prior searches conducted (California Natural Diversity Database and California Native Plant Society Electronic Inventory, and unofficial U.S. Fish and Wildlife Service species list) are up to date. We will conduct plant, animal and wetland reconnaissance surveys within the project boundaries to verify site conditions as documented in past reports and technical studies. If gaps in biological resources information are determined during a review of the existing information, the WRT team will conduct habitat assessments for potential occurrence of plant and animal species identified as candidate, sensitive or special-status by local, state or federal agencies or local organizations as part of the reconnaissance surveys.

The team will identify sensitive plant communities and sensitive wildlife habitat areas. ESA will conduct a general wetlands assessment to identify whether any water-associated features, such as wetlands, potentially subject to the jurisdictions of the U.S. Army Corps of Engineers, San Francisco Bay Regional Water Quality Control Board and California Department of Fish and Wildlife occur on the site. This assessment would not include a detailed delineation of potential wetlands. Using existing information and proposed reconnaissance surveys, the WRT team will describe existing plant communities and their associated wildlife species that could potentially occupy the site. In addition, the habitat assessment portion of the existing conditions report will include a summary of federal, state, and local plans and regulations as they pertain to biological resources in the area.

Subtask 1.6.2 Hazardous Materials Assessment

The WRT team's services will focus on hazardous materials such as, but not limited to, lead or other heavy metals, asbestos, and petroleum hydrocarbons in soil, groundwater, and debris, including concrete at the Bulb.

Team members will review the Inventory of Reports to compile any Bulb-specific chemical data or hazardous materials evaluations and coordinate with City of Albany and EBRPD for any additional reports/data. Although not currently part of the planned scope, the team could be tasked with testing "representative" surficial concrete samples to confirm whether asbestos (and other contaminants such as lead) are present in the concrete debris currently covering most of the Bulb. This is not an expensive proposition and may eliminate future dust exposure concerns.

The primary oversight agency for hazardous materials is the RWQCB (Water Board), which had oversight during the Catellus ownership. The WRT team will consider the RWQCB's risk-based screening levels for soil and groundwater, which are for residential and commercial users, as well as the EBRPD screening levels, which were established in 1998 and are relevant to recreational site users. Available chemical data, if any, will be compared to those screening levels to evaluate whether site soil represents a potential human health hazard. A summary of the team's findings will be included in the existing conditions report.

In consideration of future grading, contouring, debris handling activities, as well as for planning purposes, the BAAQMD will have jurisdiction for dust mitigation, monitoring, and permit requirements during potential future grading operations.

Subtask 1.6.3 Geotechnical Assessment

Based on review of background documents and site reconnaissance, WRT team's geotechnical consultant, A3GEO. will prepare summary pertaining to subsurface conditions on the Neck and Bulb. If subsurface conditions vary significantly across the Neck and Bulb, etc., the distribution of existing conditions will be presented in a map. In addition to subsurface conditions, the assessment will focus on potential for geotechnical/geologic hazards such as landsliding, liquefaction and lateral spreading. Again, any localized geotechnical/geologic hazards will be mapped.

Subtask 1.6.4 Recreation Assessment

WRT will prepare a technical memorandum that characterizes the site's recreational setting. Based on site reconnaissance and review of existing information, WRT will identify opportunities and constraints to recreation on the Neck and Bulb. These opportunities and constraints will be discussed within the policy framework provided for the area in the Eastshore State Park General Plan, and supplemented by proposed improvements at Albany Beach and input from the stakeholder interviews, EBRPD and ABAG's Bay Trail team. The assessment will identify physical characteristics such as trail corridors, vista points, etc. that might support safe recreational use, including activities such as walking, bird-watching, and general sightseeing. The assessment will also identify those characteristics that might limit recreational use and public safety due to physical/topographic conditions. Background reports on cultural assets and public art will be reviewed, and any existing documentation of will be supplemented as necessary to characterize existing assets. Based on field reconnaissance, existing patterns of use in the area will also be described and included in the existing conditions report.

Task 1.7: Sea Level Rise and Climate Change Impacts

Subtask 1.71 Sea Level Rise Summary

The WRT team will summarize sea level rise projections and select appropriate scenarios that will be used throughout the study. The scenarios will be selected in the early stages of the project, and will be agreed upon by the City and Technical Advisory Committee. The team will prepare a technical

memorandum that summarizes the recommended ranges in sea level rise and timeframes in accordance with State Guidelines[1].

The sea level rise summary will consider both technical and regulatory components to propose, justify, and establish the appropriate projections that are used in evaluating the vulnerability of the site and developing conceptual improvements. This will include the following steps:

- Select appropriate sea level rise scenarios
- Describe State policy in context of regulatory framework
- Describe the anticipated geomorphic response of the shore to sea level rise, and
- Select the appropriate planning horizons and confirm sea level projections with the City and stakeholders.

Our findings regarding sea level rise projections, planning horizons, policy, and technical implications will be incorporated into the Existing Conditions Report.

Subtask 1.7.2 Environmental Load Conditions

The WRT team will summarize the wave and water level conditions at the site using existing information, including prior studies performed by WRT team member, ESA, that included water level and wave analyses on the north and south sides of Albany Bulb, and FEMA maps of coastal flooding which consider extreme water levels and waves. We will utilize the survey data review completed under Task 1.2 to inform this assessment. The team will also review other site-specific studies on coastal engineering that are available. The summary will include existing and future total water level elevations that will characterize the exposure in evaluating the impacts for the vulnerability assessment.

Subtask 1.7.3 Vulnerability Assessment & Initial Mitigation Concepts

The WRT team will conduct a vulnerability assessment of the shore to coastal flooding and erosion for existing and future conditions. This assessment will be in accordance with the OPC (2013) guidance in evaluating vulnerability, and will consider the timeframes, adaptive capacity and the risk tolerance for the site, including storms and other extreme events. The vulnerability assessment will be used to guide concepts for landfill containment as well as future site and public access improvements.

Vulnerability will be characterized using numeric criteria assigned to the following categories:

- Impacts of coastal flooding on the Bulb for existing and future conditions. Impacts based on combination of:
    - Exposure of the shore to extreme storms (existing) and to SLR + storms (future)
    - Sensitivity of shore to coastal flooding
- Consequences of flooding at Bulb for existing and future, including consideration of:
    - Impacts

[1] Ocean Protection Council (OPC), 2013, State of California Sea-Level Rise Guidance Document, Developed by the Coastal and Ocean Working Group of the California Climate Action Team (CO-CAT), with science support provided by the Ocean Protection Council's Science Advisory Team and the California Ocean Science Trust, March 2013 update, Accessed online (August 2014): http://www.opc.ca.gov/webmaster/ftp/pdf/docs/2013_SLR_Guidance_Update_FINAL1.pdf

    - Adaptive capacity, the ability of a system to respond to climate change, to moderate potential damages, to take advantage of opportunities, and to cope with the consequences.
- Implications of the risk will be discussed, including a combination of the consequences and the likelihood of realized impacts. Lower SLR projections have a higher likelihood, and so have higher risk for constant consequences.

A map of shoreline vulnerability will be developed, segmented by typical shore configurations as assessed from site reconnaissance and physical site assessments, to indicate areas that are most vulnerable to coastal flooding and erosion for existing and future conditions. The results will inform prioritization of shore protection zones, and facilitate consideration of alternative shoreline treatment and other opportunities.

Finally, initial mitigation concepts that can address documented opportunities and constraints will be identified and illustrated. This will largely comprise the approach and extents for shoreline protection measures.

Task 1.8: Existing Conditions/Opportunities & Constraints Memorandum

WRT will compile the technical assessments of the WRT team into a single Existing Conditions/Opportunities & Constraints Memorandum. WRT will submit a draft for City review. Upon receipt of a single, collated set of comments, WRT will revise and submit the final version within approximately two weeks from receipt of comments.

Deliverable: Existing Conditions/Opportunities & Constraints Memo

Phase II: Transition Plan

Task 2.1: Hazard Assessment and Mitigation Strategy

The WRT team will work collaboratively to identify a mitigation strategy that addresses the combined challenges identified in the Phase I hazards assessment in a manner that can achieve the vision for the Neck and Bulb set forth in the Eastshore State Park General Plan and, by doing so, facilitate the transfer of the property from the City to State Parks/EBRPD. The WRT team will begin by identifying a range of possible mitigation approaches, and then narrow the options to a preferred approach by applying a set of criteria agreed upon by the City, EBRPD, State Parks and the Technical Advisory Committee. The range of options considered will be documented in a matrix form evaluation of pros and cons. The scope assumes that there will not be an extensive or formal alternatives analysis, and that the team will develop one (1) integrated plan consistent with the vision of the Eastshore State Park General Plan.

The preferred mitigation strategy will present a conceptual plan for protection of the Bulb shoreline based on criteria identified in Phase I that will accommodate the agreed upon projection of sea level rise. The primary objective of shoreline protection will be to maximize landfill integrity, but will also incorporate opportunities for recreation and ecology into the shore protection approach. Strategies will also be identified for stabilizing areas subject to landslides, liquefaction and/or lateral spreading. Options for the improvement of site surface conditions, such as grinding, grading, and filling or covering will be considered, as will any mitigation approaches that are required to address any hazardous materials that are identified, if any.

Task 2.2: Technical Advisory Committee

The purpose of the second Technical Advisory Committee will be to review the findings of the hazards assessment and the preliminary mitigation strategy, and to solicit agency feedback on whether the proposed mitigation approach is consistent with applicable regulations while also achieving State Park's and EBRPD's land use and operational criteria. WRT will lead the discussion with each appropriate team member participating in their area of expertise.

Deliverable: Presentation materials in PowerPoint format.

Task 2.3 Conceptual Vegetation and Management Plan

The WRT team will develop a conceptual vegetation and management plan for the Neck and Bulb using information gathered in Phase I to identify an approach to providing habitat protection and enhancement. The assumption is that areas of the Neck and Bulb can be improved, not only from recreational, but also ecological perspectives. The vegetation and management plan will focus on improving and expanding a range of potential habitat conditions identified at Albany Bulb. The plan will generally describe plant species to be managed and/or removed as well as recommendations for plant species for site revegetation. In addition, a discussion of potential alternatives to prepare the site for revegetation will be provided. A diagrammatic plan delineating vegetation zones at the Albany Bulb will be produced. The recommended vegetation management zones will be integrated with alternatives for shoreline protection and site and public access improvements.

Task 2.4: Recreational Improvements

WRT will develop a conceptual plan for recreational improvements on the Neck and Bulb, consistent with the mitigation strategy and the park's general plan. The recommended improvements will be informed by community stakeholder input and close consultation with EBRPD and State Parks to ensure that improvement proposals are consistent with their vision for the area, available resources, and operational capacity. The improvement plan for recreation will include trail alignments and improvement standards, locations for overlooks and seating areas, and areas for public art and environmental and cultural interpretation consistent with the adopted park general plan.

WRT will work closely with representatives from EBRPD and State Parks to develop the proposed recreation improvements.

Task 2.5: Community Meeting

The purpose of the first community meeting will be twofold: 1) to communicate the findings and recommendations stemming from the multi-disciplinary data reviews and site assessments and mitigation strategy, and 2) to solicit feedback on the preliminary recreation, interpretive, and habitat enhancement strategies that are generated by the mitigation approach. Given the technical nature of the hazard assessment and mitigation strategy, and the already prescribed land use direction for the Albany Neck and Bulb, the community feedback portion of the meeting will focus on soliciting community input on the effectiveness of the preliminary recreational, interpretive and habitat enhancement strategies at meeting community expectations and how they might be modified to better do so.

WRT will lead the presentation with support from the team related to their expertise. The City will provide logistics including meeting announcements, email invitations, mailings, room arrangements, and refreshments.

Deliverable: Presentation in PowerPoint, sign-in.

Task 2.6: Plan Refinement and Cost Estimates

Following input from the Technical Advisory Committee and the community meeting, the WRT team will work with the City to identify refinements to the mitigation strategy and proposed recreation and habitat enhancement plans. The WRT team will develop order of magnitude cost estimates based on key site improvements and components identified in the mitigation, recreation, and habitat enhancement plans. The cost estimates will be sufficient to support the evaluation of risks and liabilities and to frame strategies to identify and pursue possible funding sources for future phases of work. Costs will be provided for improvements such as shoreline protection, surface materials mitigation, habitat enhancement, vegetation and revegetation, and recreational facilities.

The WRT team will assess potential cost impacts for different conceptual shoreline stabilization alternatives including re-use of site materials, habitat enhancement actions and handling hazardous materials that are identified, if any. For example, if asbestos is identified in concrete, then certain mitigation measures may be required during concrete handling at the Bulb. Accordingly, the WRT team will develop design level cost estimate for monitoring asbestos in dust during concrete handling / grading operations.

Task 2.7: Phasing Plan

The WRT team will develop a conceptual plan for the logical sequencing to implement the identified improvements and mitigation over a period of time. WRT will work with the City and EBRPD to identify criteria to use in developing the phasing plan. Based on our current understanding of the site conditions and goals for containment of the landfill as well as priorities for public safety, recreational, aesthetic and habitat enhancement we suggest that a range of alternative approaches for project phasing are possible. Activities within the phasing plan will be driven by required conditions determined by the City and EBRPD based on findings of the technical assessments and mitigation plan. For example, stabilization shoreline and containment of the landfill are likely to be initial priorities for implementation. Public safety measures and access components would follow under site improvement actions, however the footprint of projected shoreline protection measures will necessarily influence potential alignment of public access routes along the shoreline. The plan will address priority recreational amenities in the context of the mitigation, revegetation, and access from adjacent areas.

Task 2.8: Operations and Maintenance Plan

WRT, with support from the rest of the WRT team members, will develop a conceptual Operations and Maintenance Plan that will identify the types of maintenance and operations functions that will be required to implement and manage the Neck and Bulb for the long-term. WRT will work closely with EBRPD, who will ultimately be responsible for maintenance and operations of the Neck and Bulb to understand the District's needs from the plan, their typical approach to operations and maintenance, and the resources and expertise typically available.

Task 2.9: Draft Plan

WRT will compile and produce the draft plan from the earlier products including the assessments of existing conditions, opportunities and constraints, revegetation , mitigation , operations and maintenance, phasing, and recreational concepts. Technical reports may be attached in the appendix. The document will be produced using the Adobe InDesign layout program. We will prepare a draft for City review and public comment.

Deliverable: Draft Transition Plan PDF

Phase III: Plan Review

Task 3.1: City Review

WRT will provide the City with the document in PDF form under task 2.9 and receive comments back. We anticipate the City will review the comments from their contributors and create a single list of comments. The compiled comments should also reflect any community, and agency input received on the draft. We will review the comments with City staff by phone and provide a written summary response to each item. Typically this can occur in a column provided.

Deliverable: Response to comments.

Task 3.2: Public Review—Community Meeting

The purpose of the second community meeting will be to present the Draft Transition Plan and receive final community feedback.

Deliverable: PowerPoint introduction to the Draft Transition Plan.

Task 3.3 Public Review—Agencies

WRT will receive agency comments as part of 3.1and incorporate the changes.

Task 3.4: CEQA Review and GHG Analysis

3.4.1 CEQA Review

Under this task, the WRT team will review relevant background materials and the proposed Transition Plan to evaluate and confirm the regulatory strategy for CEQA compliance. The team will conduct a multidisciplinary site visit and meeting to evaluate site conditions and discuss project details against known and anticipated jurisdictional priorities and requirements. Based on the City's goal to for the project to qualify for categorical exemptions, the team with review and assess potential exemptions based on the proposed project approach and components.

As part of the CEQA review, the WRT team will consider the Transition Plan's potential environmental effects to provide guidance to the project approach. We will use this assessment to coordinate and refine the City's strategy and priorities for the site. Assuming the project qualifies, the WRT team will prepare a technical memorandum supporting applicability of one or more CEQA categorical exemptions.

Task 3.4.2 Greenhouse Gas Emissions Potential

The WRT team will develop an estimate of greenhouses gas (GHG) emissions associated with short-term construction and long-term operational activities associated with the Transition Plan. We will work with the City and State Parks/EBRPD to outline appropriate assumptions related to the project plan components as future use in order to guide reasonable and defensible GHG estimates. Under this task, the team will:

- Estimate the direct and indirect GHG emissions associated with the Transition Plan using the CalEEMod emissions model
- Identify GHG emissions associated with implementation of the Transition Plan in comparison to Bay Area Air Quality Management District (BAAQMD) CEQA significance threshold for projects other than stationary sources
- Evaluate consistency of the Transition Plan with any applicable plan, policy, or regulation adopted for the purpose of reducing GHG emissions, including the City of Albany Climate Action Plan, adopted in 2010

The methods and findings of our evaluation and estimates will be summarized in a brief technical memorandum.

Deliverable: Technical Memorandum

Task 3.5: City Council Presentation

WRT and Team will formally present the Transition Plan to the City Council for comment and approval.

Deliverable: PowerPoint introduction to the Draft Transition Plan.

Task 3.6: Final Plan

WRT will prepare the final report to incorporate all comments received through the City. It is anticipated that the City will organize and consolidate all comments. WRT will be available to assist in the review and resolution of conflicting comments. The final document will be provided in PDF form in both high and low resolution for purposes of printing and online viewing.

Deliverable: Final Transition Plan PDF