

**EXHIBIT "A"**

**OVERALL PROJECT SCOPE OF SERVICES SUMMARY (Provided for reference)**

Scope of Services:

Consultant shall provide long range planning related services to the City's Community Development Department, including preparing updates and amendments to the City's General Plan, developing a targeted infill zoning ordinance centered on a form-based code, and preparing an Environmental Impact Report (EIR), including special studies necessary to evaluate the impact of these long-range planning documents to a sufficient level of detail to meet the goals outlined in the associated Request for Proposals. City and Consultant acknowledge the depth and detail of the various special studies may differ by discipline and the intermediate outcomes and referrals during development of the EIR.

Consultant will also provide assistance with public outreach and engagement associated with the above documents/reports, including up to four Special Study Sessions with City Council and/or Planning Commission, up to four meetings of the Planning Commission, up to six meetings with the City Council, and up to eight public meetings/workshops (either virtual or in-person). For each document/study for this project, Consultant will prepare one staff-level draft ("Staff Draft"), one public-ready draft ("Public Draft"), and one Final Draft.

Consultant shall complete the following tasks as directed by the City and as detailed in Consultant's "Proposal to Provide Strategic Infill Redevelopment Plan & Long-Range Planning Services for the City of Arcata," submitted February 19, 2021 in response to the City's RFP for Arcata Long Range Planning Services:

- 1) Scoping and Formalizing Work Plan Approach;
- 2) Data Collection and Analysis for General Plan Update;
- 3) General Plan Amendments of select Elements:
  - a. Land Use Element
  - b. Transportation and Circulation Element
  - c. Public Facilities & Infrastructure Element
  - d. Parks & Rec Element
  - e. Design Element
  - f. Public Safety Element (hazards)
  - g. Open Space Element
  - h. Resource Conservation & Management Element
  - i. Growth Management Element
- 4) Gateway Area Plan and Form Based Code Drafting;
- 5) CEQA Program Environmental Impact Report, including the following special studies/analyses:
  - a. Air Quality/GHG Study
  - b. Biological Resources Report
  - c. Cultural Resources Report
  - d. Historic Resources Assessment and Report
  - e. Hazardous Materials Report
  - f. Noise Study
  - g. Soils Report
  - h. VMT & LOS Traffic Study
- 6) Optional Tasks:
  - a. Other optional tasks identified in the Consultant's proposal may be added as requested by City for additional scope/schedule/fee per written mutual consent. Additional optional tasks may include:
    - i. 3D Mapping under Task 2.1 and Task 2.2.2;
    - ii. Direct Mailing assistance under Task 2.2.1;
    - iii. Interactive GIS programs under Task 2.2.2;



**EXHIBIT "B"**  
**CONTRACTOR SCOPE OF SERVICES & BUDGET (Ben Noble)**

<b>TASK</b>	<b>BUDGET</b>
1. Scoping and Formalizing Work Plan	\$ 660.00
2. Data Collection & Analysis for General Plan Update	\$ 1,980.00
3. General Plan Amendments	\$9,240.00
4. Gateway Area Plan and Form Based Code	\$16,830.00
<b>Total</b>	<b>\$ 28,710.00</b>

At Planwest's request and direction, Ben Noble will assist with the Tasks below on a time and materials basis up to the budget identified above per task. Attached, for reference, is Planwest's detailed Scope of Work included in the proposal for Tasks 1-4.

- 1) Scoping and Formalizing Work Plan Approach;
- 2) Data Collection and Analysis for General Plan Update;
- 3) General Plan Amendments of select Elements:
  - a. Land Use Element
  - b. Transportation and Circulation Element
  - c. Public Facilities & Infrastructure Element
  - d. Parks & Rec Element
  - e. Design Element
  - f. Public Safety Element (hazards)
  - g. Open Space Element
  - h. Resource Conservation & Management Element
  - i. Growth Management Element
- 4) Gateway Area Plan and Form Based Code Drafting
  - a. Public Review Draft of the Arcata Gateway Area Plan
  - b. Public Review Draft of the Form-Based Code
  - c. Community Open House
  - d. Planning Commission & CC Joint Session
  - e. City Council Study Session