



Denise Duffy & Associates, Inc.

PLANNING AND ENVIRONMENTAL CONSULTING

January 15, 2026

Judy Vazquez-Varela
General Manager, Pajaro/Sunny Mesa Community Services District
136 San Juan Road
Royal Oaks, CA 95076
831-722-1389

Subject: Pajaro/Sunny Mesa Water System Consolidation Project – Phase 1 Monitoring

Ms. Vazquez-Varela:

Thank you for providing Denise Duffy & Associates, Inc. (“DD&A”) with the opportunity to provide this scope of work to provide ongoing planning, pre-construction monitoring, and construction monitoring services for Phase 1 of the Pajaro/Sunny Mesa Water System Consolidation Project (“Project”). As detailed below, DD&A proposes to provide the following services in support of the construction during Phase 1 of the Project.¹

SCOPE OF WORK

As requested by Pajaro Sunny Mesa Community Services District (“District”), DD&A would provide ongoing planning and environmental support services in connection with Phase 1 of the Project. More specifically, those services would include compliance and reporting tasks as well as pre-construction, construction-phase, and post-construction biological monitoring and required reporting for this phase of the project. This scope of work also includes an estimate for cultural and tribal monitoring anticipated to be required for Phase 1 of the Project. A brief overview and a projected cost estimate of anticipated tasks is presented below.

This scope of work assumes that DD&A’s Planning staff would provide the administration and management of the required reporting per the grant requirements and DD&A’s Natural Resources Division (“NRD”) would be responsible for providing the biological services necessary to ensure compliance with resource agency permit conditions and mitigations. In addition, DD&A NRD would be responsible for providing technical guidance during construction to ensure that the applicable protocols are followed.

Task 1. Project Initiation and Ongoing Planning Tasks

- **Task 1a. Project Initiation:** As part of this initial task, DD&A will meet with the District and Project Engineers (“MNS”) to refine the scope, confirm roles, and discuss initial agency and consultant coordination regarding responsibility for mitigation monitoring and condition compliance. DD&A understands that plan development is at 30% Design. Design work to be completed includes 60% Design Plans, 90% Design Plans, and Final (100%) Plans. This task includes coordination with MNS to ensure conformance with existing environmental analysis and

¹ DD&A is preparing a separate scope of work for similar services required for Phase 2 of the Project due to the difference in funding sources for the two (2) Project phases.

that relevant County and agency conditions of approval and mitigation measures are incorporated into construction documents. After review, DD&A will consolidate biological and planning comments on construction documents and submit these to MNS and the District. This task would occur prior to and during the contractor selection and bid development process. This task also includes meetings and coordination with MNS during development and finalization of bid documents and two (2) meetings on bid documents. DD&A would also be available to assist in addressing questions and queries (through the District and MNS) on environmental requirements during the bidding process, as requested.

- **Task 1b. Environmental Compliance Plan/Condition Compliance Tracking Matrix:** DD&A will prepare a draft Environmental Compliance Plan template and provide to the District and the State Water Resources Control Board (“SWRCB”) Division of Financial Assistance (“DFA”) for approval prior to the submittal of required quarterly progress reports. The Environmental Compliance Plan will be the guiding document for the Project’s compliance with the mitigation measures included in the Mitigation Monitoring and Reporting Program (“MMRP”). The plan will identify key roles, responsibilities, contractor and team contact information and protocol for actions to ensure ongoing environmental compliance. DD&A will also create a combined condition compliance tracking matrix that includes all relevant mitigations and conditions from the District’s MMRP and any additional County of Monterey permit conditions that include requirements for implementation, responsibility and timing. As discussed below, the matrix will be used for reporting ongoing compliance with the mitigation measures identified and applicable permit conditions.
- **Task 1c. State Grant Program Reporting:** During construction, DD&A will compile planning and biological compliance documents and submit quarterly mitigation/compliance reports. In addition, DD&A will review and compile cultural and tribal compliance documents as part of regular reporting tasks. The quarterly reports will be provided to the District and the SWRCB DFA and will summarize the Project’s compliance with the mitigation measures included in the MMRP throughout the duration of construction. Based on the construction schedule, it is anticipated that eight (8) quarterly reports will be required for Phase 1 of the Project.² If construction exceeds the anticipated two (2) years and additional reports are required, then an add-on will be required to request additional budget. In addition, DD&A will maintain and update an online file sharing system (i.e. ShareFile) where representatives from the SWRCB can assess compliance verification information. DD&A will review, update, and manage the condition compliance tracking matrix as needed to assess the compliance status of individual mitigation measure/conditions and identify action items and responsibility.
- **Task 1d. Coordination/Project Management/Meetings:** This task includes DD&A’s ongoing coordination, management of the contract, scope, budget, and schedule with District staff for all Planning Tasks completed as part of the Project. This also includes overall coordination with larger interagency and community teams, specifically, those not directly involved in mitigation monitoring and environmental compliance. DD&A will prepare regular progress status reports throughout the duration of the Project. This task also includes consultation time for DD&A with the engineering team and contractor on final detailed construction and design documents. All of the tasks and sub-tasks identified within the scope will involve periodic coordination and strategy calls with the

² While the Project is anticipated to last a total of 30 months, separate quarterly reports are anticipated to be required for the 18 month overlapping Phase 2 construction period. This will be reflected in our separate scope of work for Phase 2.

District and Project partners to coordinate information exchange, discuss/refine Project submittal information, and work with the internal team to address Project needs.

- **Task 1e. Additional Permitting Tasks:** Following County approvals and permitting approvals related to the Project, DD&A will maintain ongoing coordination and assistance efforts for the MNS, CWC, the District, and applicable permitting agencies. Specifically, DD&A will assist MNS with acquisition of construction and building permits, as well as mitigation and condition compliance for Project approvals issued by the County and responsible agencies.

Task 2. Biological Condition Compliance

This task focuses on the biological condition compliance requirements for State Revolving Fund (“SRF”) reporting. DD&A NRD staff will provide biological services related to pre-construction, construction-phase, and post-construction requirements from the County of Monterey MMRP, California Department of Fish and Wildlife (“CDFW”) Incidental Take Permit (“ITP”), U.S. Fish and Wildlife Service (“USFWS”) Biological Opinion (“BO”), and CDFW Streambed Alteration Agreement (“SAA”). As part of this task, DD&A will: a) provide oversight of biological condition compliance, including coordination with the Project team and regulatory agencies, and management of a biological permit tracking matrix for the MMRP, USFWS BO, CDFW ITP, and SAA requirements; b) provide assistance with purchase of conservation bank credits; c) prepare a Covered Species Mortality Reduction and Relocation Plan and an Exclusionary Fencing Plan; d) prepare and provide an educational program; e) conduct pre-construction surveys; f) manage and monitor exclusionary fence installation; g) provide construction-phase monitoring; and h) prepare required reports.

- **Task 2a. Oversight of Biological Condition Compliance:** This task includes initial coordination with the District and Project team to ensure that the applicable mitigation measures are incorporated into construction documents and contractor plans. This would occur prior to and during contractor bidding and selection process. It is anticipated that once the contractor is selected DD&A biologists will also participate in the kick-off meeting. As part of this task, the obligations of each party (i.e., District, DD&A, Contractor, etc.) will be identified.

DD&A will compile the necessary biological permit conditions, mitigation measures, and other covenants and supporting documentation to create a comprehensive mitigation matrix. The matrix will identify compliance status, action items, and responsibilities, and will be organized according to the temporal (e.g., pre-construction, on-going, etc.) and spatial requirements. DD&A will update the mitigation matrix throughout the duration of Project implementation to ensure the Project remains in compliance with all biological Project conditions.

As required by the CDFW ITP, USFWS BO, and SAA, DD&A will coordinate with the agencies to acquire DD&A staff approval for the roles of Designated Representative, Designated Biologist, and Designated Monitor. This includes providing the agencies with staff qualifications and references applicable to the permit conditions. DD&A will also provide notification to the agencies prior to the initiation of construction and maintain communication throughout construction as necessary (not including reporting requirements, as identified below in **Task 2h**).

- **Task 2b. Conservation Bank Assistance:** DD&A will provide assistance to the District in purchase of conservation bank credits, as required by the CDFW ITP and the USFWS BO. This task includes the following: 1) conduct outreach to the conservation bank to confirm it has enough

credits to serve Project's mitigation requirements; 2) fill out conservation bank application form and submit to conservation bank; 3) coordinate with the District and conservation bank to pay fees; and 4) submit receipt to CDFW and USFWS to satisfy the condition. This task includes ongoing coordination with the District and the conservation bank throughout the credit purchasing process.

- **Task 2c. Prepare Required Plans:** DD&A biologists will prepare a Covered Species (i.e., California tiger salamander ["CTS"]) and California red-legged frog ["CRLF"] Mortality Reduction and Relocation Plan in accordance with the USFWS BO and CDFW ITP requirements. The Plan will include, but not be limited to: a discussion and map of potential CTS upland habitat within the Project site; identification of areas within 630 and 2,092 meters of known or potential CTS breeding habitat; identification of areas within 300 feet of known or potential CRLF breeding habitat; detailed survey, excavation, capture, handling, and relocation methods; identification of relocation areas; identification of a wildlife rehabilitation center or veterinary facility capable of treating injured wild amphibians; and, if applicable, identification of the areas within the pipeline and/or service laterals where an alternative daily monitoring period is proposed, as well as the proposed duration of the alternative daily monitoring period.

DD&A will also prepare an Exclusion Fencing Plan in accordance with the USFWS BO and CDFW ITP requirements for the Bluff-Jensen Tank and Booster Pump Station site and staging areas. The Exclusion Fencing Plan will include: fencing design, layout (including maps), materials, and installation methods; design, number, spacing, and locations of earthen one-way exit ramps to avoid entrapment of CTS (if required by the agencies); access gate design(s) and location(s); and inspection, maintenance, repair, and replacement methods and intervals.

This task also includes coordination with CDFW and USFWS to gain approval of the plans. It is assumed that up to two drafts of each plan will be required prior to approval. If CDFW and/or USFWS require additional drafts prior to approval, an add-on to the contract may be necessary.

- **Task 2d. Prepare and Implement Employee Education Program:** DD&A will prepare an Employee Education Program in accordance with the requirements of the MMRP, CDFW ITP, and USFWS BO. The program will include: 1) the appropriate access route(s) in and out of the construction area and review Project boundaries; 2) how a biological monitor will examine the area and agree upon a method which will ensure the safety of the monitor during such activities, 3) the identification of special-status species that may be present; 4) the specific mitigation measures that will be incorporated into the construction effort; 5) the general provisions and protections afforded; and 6) the proper procedures if a special-status species is encountered within the Project site to avoid impacts. The detailed information will be provided to the contractor in a binder that will be kept on all active Project sites during construction. In addition, DD&A will prepare fact sheet handouts summarizing the information for workers to carry during construction.

Prior to mobilization and other ground disturbing activities, DD&A will present the Employee Education Program to construction personnel and other relevant employees involved in the Project. The same instruction will be provided to any new workers before they are authorized to perform work in any of the Project sites.

This scope of work assumes that interpretation and translation services for non-English speaking workers will be provided by the Contractor or other responsible party if required by the CDFW

ITP. Upon completion of the program, employees shall sign a form stating they attended the program and understand all protection measures.

- **Task 2e. Preconstruction Surveys:** Pre-construction clearance surveys will be conducted by qualified DD&A biologists as directed by the MMRP and regulatory permits. Survey methodology will be consistent with the requirements of the environmental documentation. The sub-tasks below provide a description of the necessary biological surveys:
 - **Nesting Bird Survey:** within 15 days prior to construction, in accessible areas within 500 feet of the Project site if construction begins between February 1 and September 15 (MMRP Measure BIO-10).
 - **Pallid Bat Survey:** prior to any construction on or immediately adjacent to the overpass (MMRP Measure BIO-7) or for any limbing/tree removal taking place outside of the period of September 15 and November 1 (MMRP Measure BIO-8)
 - **Monterey Dusky-Footed Woodrat:** within seven (7) days prior to construction in areas of suitable habitat for this species (MMRP Measure BIO-9).
 - **Western Burrowing Owl:** within 14 days prior to the start of construction, in suitable habitat within the construction footprint and a 250 foot buffer; resurveying required if ground disturbing activities are suspended for more than 14 days (MMRP Measure BIO-11).
 - **CTS and CRLF Burrow Survey and Flagging:** within 14 days or less before construction within each portion of the Project site containing suitable habitat and a 50-ft buffer where accessible (CDFW ITP, USFWS BO).
 - **Burrow Excavation:** within 14 days following the CTS and CRLF Survey (CDFW ITP, USFWS BO).
 - **Special-Status Wildlife Surveys:** 48 hours prior to construction within each portion of the Project site (MMRP Measure BIO-4, CDFW ITP, USFWS BO).

In addition to the tasks above, DD&A will subcontract with Dudek to conduct protocol surveys for Crotch and Western bumble bees to in accordance with CDFW's *Survey Considerations for California Endangered Species Act (ESA) Candidate Bumble Bee Species* in areas of appropriate habitat within the Project site and a 50 foot buffer (MMRP Measure BIO-13). A minimum of three (3) surveys will be conducted during the colony active period (April-August), with each survey occurring two (2) to four (4) weeks apart, no more than one (1) year prior to construction.

Pre-construction survey reports are described below in **Task 2h**.

- **Task 2f. Exclusionary Fencing Management and Monitoring:** DD&A will ensure that exclusionary fencing and earthen escape ramps are installed according to the Exclusion Fence Plan (see **Task 2c** above). DD&A will monitor and provide oversight to the Contractor or Subcontractor for the installation of exclusionary fencing prior to construction and/or staging in those areas. In addition, DD&A will monitor removal of the exclusionary fencing following completion of construction and staging.

- **Task 2g. Construction Monitoring:** DD&A biologists will be responsible for on-going monitoring during construction activities within the Project site to ensure implementation of mitigation measures and construction best management practices. The monitoring conditions in the USFWS BO and CDFW ITP are expected to be the most stringent and therefore, this task is based on implementing the conditions of these permits. DD&A expects that all monitoring conditions of the MMRP and SAA would be fulfilled with implementation of the USFWS BO and CDFW ITP conditions. The following provides an overview of the monitoring requirements for each portion of the Project site.
 - **Transmission/Distribution Pipelines (within roadways) and Transmission Booster Pump Station:** A DD&A biologist will survey work areas daily for special-status wildlife before equipment mobilizes. The biologist will remain on site only during vegetation removal, grubbing, and initial ground disturbance.
 - **Transmission/Distribution Pipelines (within easement between Hilltop Road and Springfield Road):** A DD&A biologist will survey work areas daily for special-status wildlife before equipment mobilizes. The biologist will remain on site for the duration of construction of this Project component.
 - **Staging Areas:** A DD&A biologist will survey work area daily for special-status wildlife before equipment mobilizes. The biologist will remain on site for the duration of any necessary vegetation removal and installation of exclusionary fencing. Once exclusionary fencing is installed, a DD&A biologist will conduct weekly compliance inspections of these sites.
 - **Iron & Manganese Treatment Plant, SMWS Tank Site Upgrades, PWS Tank Rehabilitation:** No monitoring will be implemented at these sites.

If construction personnel observe special-status species in the work area, work in the immediate area shall cease and personnel will contact the DD&A biologist or quickly relay the information through approved channels (e.g., through the construction foreman). A DD&A staff member approved as a Designated Biologist will be available to respond to the Project Area within one hour of being contacted to address federal and state-listed species encounters or other related issues that may arise during construction. Only Designated Biologists are approved to handle CTS and CRLF. Staff approved by CDFW as Designated Monitors will be available to respond to encounters of other special-status species or other issues that may arise during construction.

If a Santa Cruz long-toed salamander (“SCLTS”) is observed within the Project site, work shall cease in that area until the animal has moved on its own out of the work area and the USFWS and CDFW have been contacted. Construction activities will not resume until the USFWS and CDFW are consulted and appropriate actions are taken to allow Project activities to continue.

The DD&A biologists will have authority to stop construction activities and develop alternative work practices, in consultation with construction personnel and resource agencies, if construction activities are likely to impact special-status species or other sensitive biological resources. Any injured CTS or CRLF will be taken immediately to the USFWS/CDFW-approved wildlife rehabilitation or veterinary facility identified in the Covered Species Mortality Reduction and Relocation Plan (see **Task 2c**). The remains of any CTS or CRLF killed as a result of Project construction will be placed with the California Academy of Sciences Herpetology Department or

other location approved by USFWS and/or CDFW. Any costs associated with the care or treatment of injured CTS or CRLF, or placement of dead specimens, would be the responsibility of the District.

Monitoring will include evaluation of any exclusionary fencing or flagging throughout construction to ensure it remains intact and in good condition. DD&A will identify needed repairs to the fencing and will coordinate with the contractor to complete any necessary repairs. DD&A will maintain a monitoring log of each site visit for the duration of construction. The monitoring log will be included with and summarized in the required monitoring reports, as described below in **Task 2h** below.

- **Task 2h. Reporting:** Prior to any ground disturbing activities within each portion of the Project site (i.e., well site, pipelines, laterals), reports will be prepared describing the results of the pre-construction surveys within the surveyed area(s). The report(s) will include, but are not limited to: survey methods and surveyors; survey dates; a description of the species observed and a map of the location; any negative findings; and recommended additional avoidance and minimization measures, if applicable.

DD&A will prepare Quarterly Monitoring Reports for submittal to CDFW by January 15, April 15, July 15, and October 15 of each year. The Quarterly Reports will summarize the monitoring log and will include: the number of acres that have been disturbed by the Project; the number of acres of ground disturbance anticipated to occur during the subsequent quarter; a summary of pre-activity clearance surveys and compliance monitoring conducted; and the construction activities that occurred during the quarter.

DD&A will prepare Annual Reports for submittal to CDFW and USFWS by January 31 of each year. The Annual Reports will include, as appropriate for each agency and permit: a summary of all Quarterly Reports for that year; a general description of the status of the Project and construction activities; a copy of the table in the CDFW ITP MMRP with notes showing the status of each mitigation measure; a description of the implementation of each mitigation measure; an assessment of the effectiveness of each mitigation measure; all information about Project-related incidental take or other Project impacts on CTS and CRLF. DD&A will prepare the Draft Annual Reports and provide them to the District and the EPA for review prior to submittal to CDFW. DD&A will revise the draft Annual Reports based on any comments from the District and/or the EPA and prepare a final draft.

DD&A will prepare Final Mitigation Reports/Completion Reports for submittal to CDFW and USFWS within 45 days (or other timeline identified in the permits) of completion of all construction and mitigation measures. The Final Reports will include, as appropriate for each agency and permit: a summary of all Quarterly and Annual Reports; a copy of the table in the CDFW ITP MMRP; information about Project-related incidental take or other Project impacts on CTS, CRLF, other special-status species, or sensitive biological resources; information collected for any CTS, CRLF, or other special-status species observed prior to or during construction, including dates, times, circumstances of encounter(s), approximate size and life stage of CTS and CRLF, and relocation sites; beginning and ending dates of Project construction; a summary of Project activities conducted; an assessment of the effectiveness of each mitigation measure; a discussion of any problems that were encountered in implementing the mitigation measures; recommendations on how mitigation measures might be changed to be effective for future projects; a description of the

Project area after construction, including all revegetated areas; and any other pertinent information. A draft Final Report will be prepared and provided to the District and the EPA for review prior to submittal to the agencies. DD&A will revise the draft Final Report based on any comments from the District and the EPA and prepare a final draft.

Any special-status species encounters will be reported to the California Natural Diversity Database (“CNDDDB”) within 60 days of the observation. In addition, DD&A will report any dead or injured CTS or CRLF to the appropriate agencies immediately by phone and/or email and prepare a written report within two (2) days of the incident.

- **Task 2i. Biological Monitoring Project Management:** This task includes DD&A’s biologists and senior biological managers ongoing coordination, management of the construction schedule, daily scheduling for field work and management and monitoring budgets under **Task 2**. Hours are also included for management and coordination meetings with the District and managing engineers, interagency staff, or others specifically related to biological environmental compliance.

Task 3. Cultural and Tribal Monitoring

As part of this task, DD&A, with the assistance of a qualified cultural consultant, will be available to coordinate the required archaeological and tribal mitigation requirements in connection with the PSMS Project construction phase. This task is anticipated to consist of the following subtasks:

- **Task 3a. Oversight of Cultural/Tribal Condition Compliance:** This task includes initial coordination with the District and Project team to ensure that the applicable mitigation measures are incorporated into construction documents and contractor plans. As part of this task, DD&A and the qualified cultural consultant would re-engage the tribal representatives that requested interest in consulting on the Project to confirm their interest in providing tribal monitoring for ground disturbing construction activities.³ This would occur prior to and during contractor bidding and selection process. It is anticipated that, once the contractor is selected, DD&A, the qualified cultural consultant, and representatives of the responding tribes will also participate in the kick-off meeting. As part of this task, the obligations of each party (i.e., District, DD&A, qualified cultural consultant, tribes, contractor, etc.) will be identified and specific areas of required archaeological and tribal monitoring, as well as, for the tribes, areas of specific monitoring responsibilities, will be agreed to in writing.
- **Task 3b. Cultural Sensitivity Training:** Consistent with the requirements of MM CUL-1, DD&A will work with the qualified cultural consultant and a Tribal Citizen affiliated with one (1) or more of the Tribes who requested consultation with the District for the Proposed Project to coordinate sensitivity training to all construction personnel involved in ground disturbing activities prior to Project related ground disturbing activities. The qualified cultural consultant will provide a list of the names of all personnel who attended the training, and copies of the signed acknowledgement forms to the District and representatives for all Tribes who requested consultation on the Proposed Project.

³ Tribes participating in monitoring would contract directly with the District. As a result, detailed estimates of costs for tribal monitoring are not provided in this scope of work amendment.

- **Task 3c. Archaeological Monitoring and Evaluation of Precontact/Historic Resource Discoveries:** Consistent with the requirements of MM CUL-2 and CUL-3, the qualified cultural consultant and a Tribal Citizen affiliated with one (1) or more of the Tribes who requested consultation with the District for the Proposed Project will perform monitoring, at a minimum, all Project related ground-disturbing activities into native soils in the following areas:
 - West Springfield Road area,
 - Trafton Road,
 - Salinas Road north of the Pajaro Valley Golf Club, and
 - Junction of Salinas and Elkhorn Roads west of Warren Lake.

In addition, the qualified cultural consultant will be available for on-call consulting services in the event of inadvertent discoveries of previously undiscovered Precontact or historic materials throughout ground disturbing activities during Project construction. In this event, all work shall stop in accordance with CEQA regulations until the qualified archaeologist and a Tribal Citizen affiliated with one (1) or more of the Tribes who requested consultation with the District for the Proposed Project has the opportunity to evaluate the find and provide additional treatment recommendations as outlined in MM CUL-3.

- **Task 3d. Accidental Discovery Plan.** Consistent with the requirements of MM TCR-2, prior to ground disturbing activities, DD&A will assist the District with retaining a tribal cultural resource monitor affiliated with one (1) or more of the Tribes who requested consultation with the District for the Proposed Project to prepare an Accidental Discovery Plan. Alternatively, the Accidental Discovery Plan can be prepared by a cultural resource specialist in consultation with Tribal representatives if authorized in writing by representatives of all Tribes who requested consultation with the District for the Proposed Project.
- **Task 3e. Tribal Monitoring for Ground Disturbing Activities:** Consistent with the requirements of MM TCR-1, DD&A will assist the District in securing contracts from the Tribes participating in monitoring work (see **Task 3a**) for the Proposed Project. DD&A will work with the Tribes, the qualified cultural consultant, and the District to determine the extent and frequency of monitoring for ground disturbing activities for the various components of the Project.
- **Task 3f. Monitoring Closure Report:** Consistent with the requirements of MM TCR-1, the qualified cultural consultant, with input and review from the tribal cultural monitor, shall prepare a Monitoring Closure Report and provide the report to the District at the conclusion of ground disturbing activities.

Task 4. Additional Technical Support for the Project During Construction

As part of this task, DD&A will be available to provide on-going planning and environmental support services in connection with the PSMS Project construction phase. This task is primarily associated with addressing construction or technical issues that may arise during project implementation beyond those enumerated above. This task includes additional requests for DD&A services to respond to

various requests for information, confirmation of Project area and mitigation, and miscellaneous request for Project-related services beyond the scope of services described above.


Estimated Costs and Key Assumptions:

Estimated costs for the above services are included on the attached budget. The following assumptions were used in preparing this scope of work, budget, and schedule:

- Any additional changes to the PSMS Project area beyond those identified in the CDFW ITP area maps are not included.
- The areas of impact/affect and Project Descriptions will not change such as that new or revised biological or cultural resources investigations would be required.
- DD&A reserves the right to reallocate labor and/or direct expenditures between tasks to ensure the successful completion of the scope of work.
- The only trees to be removed/limbed will be at the Transmission Booster Pump Station. If additional trees would be removed/limbed from other portions of the Project site, an add-on to the contract may be necessary for additional pallid bat surveys.
- Pallid bats will not be observed within the SR 1 overpass during the initial survey or roosting in trees scheduled for removal/limbing, additional pre-construction surveys will not be required, and coordination with CDFW for exclusion of pallid bats will not be required. If these services are necessary and requested, an add-on to the contract would be required.
- Western burrowing owl, Crotch's bumble bee, and/or Western bumble bee will not be observed during the pre-construction surveys or impacted by the Project. If any of these species are observed or will be impacted by the Project, an add-on to the contract would be required to coordinate with CDFW to solicit concurrence that the Project would not result in take of these species or to acquire take authorization (in accordance with MMRP BIO-11, BIO-12, and/or BIO-13).
- A typical number of Monterey dusky-footed woodrat nests (based on professional experience) will be observed and dismantled. If a substantial number of woodrat nests are observed that cannot be avoided during construction, an add-on to the contract may be necessary to dismantle the nests.
- Monitoring durations and sites requiring monitoring identified herein are consistent with the proposed measures in the USFWS BO and CDFW ITP. If USFWS and/or CDFW require additional monitoring, an add-on to the scope would be required.
- Conditions of the USFWS BO, CDFW ITP, or SAA will not be significantly modified from the measures proposed in the applications. If USFWS and/or CDFW modify and/or add additional conditions to the permits, an add-on to the scope may be necessary to comply with the modified/additional requirements.
- The assumed schedule for the Project are based on information provided by MNS Engineers; in the event that the construction schedule is elongated or Project initiation does not occur in 2027, DD&A reserves the right to amend the cost estimates to update the enclosed staff rates and overall Project costs.

If the scope of work and budget presented above are acceptable, please sign and return a copy of the attached Authorization to Proceed form. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Denise Duffy".

Denise Duffy
President, DD&A
dduffy@ddaplanning.com
(831) 373-4341ext. 13

BUDGET

Denise Duffy & Associates, Inc.

Pajaro/Sunny Mesa Water System Consolidation Project – Phase 1 Monitoring

January 15, 2026

Task	Description	DD&A Costs by Task	Subconsultant Costs	Expenses*	Subconsultant and Expenses Subtotal	Total by Task
1	Project Initiation and Ongoing Planning Tasks	87,042				\$ 88,467
1a	Project Initiation	12,248		150	\$ 150	
1b	Environmental Compliance Plan/Condition Compliance Tracking Matrix	9,526		250	\$ 250	
1c	State Grant Program Reporting	18,524		325	\$ 325	
1d	Coordination/Project Management/Meetings	23,612		350	\$ 350	
1e	Additional Permitting Tasks	23,132		350	\$ 350	
2	Biological Condition Compliance	453,266				\$ 492,346
2a	Oversight of Biological Condition Compliance	16,442			\$ -	
2b	Conservation Bank Assistance	4,400			\$ -	
2c	Prepare Required Plans	20,380			\$ -	
2d	Prepare and Implement Employee Education Program	5,406		180	\$ 180	
2e	Preconstruction Surveys	146,020	\$ 25,600	1,200	\$ 26,800	
2f	Exclusionary Fencing Management and Monitoring	7,992		1,000	\$ 1,000	
2g	Construction Monitoring	177,438		11,100	\$ 11,100	
2h	Reporting	46,356			\$ -	
2i	Biological Monitoring Project Management	28,832			\$ -	
3	Cultural and Tribal Monitoring	21,841				\$ 169,591
3a	Oversight of Cultural/Tribal Condition Compliance	8,188	\$ 12,000	250	\$ 12,250	
3b	Cultural Sensitivity Training	1,401	\$ 18,000		\$ 18,000	
3c	Archaeological Monitoring and Evaluation of Precontact/Historic Resource Discoveries	1,401	\$ 68,000		\$ 68,000	
3d	Accidental Discovery Plan	1,401	\$ 8,500		\$ 8,500	
3e	Tribal Monitoring for Ground Disturbing Activities	1,401	\$ 31,000		\$ 31,000	
3f	Monitoring Closure Report	8,049	\$ 10,000		\$ 10,000	
4	Additional Technical Support for the Project During Construction	32,700			\$ -	\$ 32,700
	Total Hours					
	Rate (\$/hour)					
	Total Costs		\$ 173,100	\$ 15,155	\$ 188,255	\$ 783,104

Notes:

*Expenses include: GIS equipment, drone technology, photocopying, field supplies, mileage, postage and other direct costs.

AUTHORIZATION TO PROCEED



Note: If the scope and fee described in the Denise Duffy & Associates, Inc. attached proposal are acceptable, please sign and return a copy of this authorization form for our files. The signature below also serves as acceptance of Denise Duffy & Associates, Inc. Standard Terms and Conditions, attached. Thank you.

Project Name: Pajaro/Sunny Mesa Water System Consolidation Project – Phase 1 Monitoring

Accepted by (signature): _____ Dated: _____

Print Name: Judy Vazquez-Varela

Title: General Manager, Pajaro/Sunny Mesa CSD

On Behalf of: Pajaro/Sunny Mesa CSD

Mailing Address: 136 San Juan Road Royal Oaks, CA 95076

Phone: 831-722-1389

Fee/Scope Confirmation: Planning and condition compliance services for the Pajaro/Sunny Mesa Water System Consolidation Project, per the attached January 15, 2026 letter from Denise Duffy to Judy Vazquez-Varela, and budget attachment.

Existing Contract Date, if applicable: _____

If invoice should be sent to a different person or location, please complete below:

Mailing Address: _____

Attention: _____

Return to: Denise Duffy & Associates, Inc.
947 Cass Street, Suite 5
Monterey, CA 93940

Or email: mechevarria@ddaplanning.com