

Delivery Order Request
CEQA/NEPA Scoping
and
Strategies for Complying with Related Environmental Requirements

Action Items:

General

Contractor will provide support to CALFED Bay-Delta Program staff in developing the Notice of Intent/Notice of Preparation, drafting the Purpose and Need Statement and planning, developing material for and participating in Scoping workshops. In addition, the contractor will provide follow up materials after the workshops are completed.

Contractor will provide support to CALFED Bay-Delta staff in identifying applicability of other environmental laws, regulations, etc. to the proposed program and outline appropriate strategies for complying with relevant requirements. Strategies should be commensurate with the decisions to be made following completion of the Tier 1 (Program EIS/EIR)

Specifics for CEQA/NEPA Scoping:

1. Contractor will assist CALFED Bay-Delta staff in identifying the public involvement requirements of state and federal laws, Executive Orders and administrative policies of the involved agencies which are applicable to the CALFED Bay-Delta Long Term Program. Further, contractor will outline appropriate strategies for ensuring compliance with relevant requirements prior to issuance of the Notice of Intent/Notice of Preparation (NOI/NOP) discussed in the next action item.
2. Contractor will assist CALFED Bay-Delta Program staff prepare the Notice of Intent/Notice of Preparation (NOI/NOP). Contractor will provide a draft for review and then finalize the NOI/NOP based on CALFED Bay-Delta Program staff comments. Further, contractor will provide a succinct description of the appropriate NEPA and CEQA requirements and steps, including time limits, for filing/distributing the NOI/NOP.
3. Contractor will assist CALFED Bay-Delta staff in preparing a draft Purpose and Need Statement. The Purpose and Need Statement will be finalized following the Scoping meeting discussed in subsequent action items.

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4. Contractor will assist CALFED Bay-Delta Program Public Affairs Officer in:
 - arranging meeting locations and follow-up logistics with the location facilities;
 - assisting with media and stakeholder outreach in order to achieve best efforts in getting interested parties to the meetings;
 - assisting with general public outreach including development of distribution list;
 - assisting with planning the flow and elements of the 2 to 3 hour meetings;
 - creating public materials (information boards, notification flyers, handout material etc.); and
 - assisting with capturing of public comments.
5. Contractor will assist CALFED Bay-Delta Program staff prepare individual and combined workshop summaries by:
 - compiling and analyzing workshop comments, both oral and written; and
 - preparing draft and final reports.
6. Contractor will assist CALFED Bay-Delta Program staff prepare an annotated outline of EIS/EIR and finalize the Purpose and Need Statement and a summary of information received on the alternatives.

Specifics for Related Environmental Requirements:

1. Contractor will assist CALFED Bay-Delta Program staff identify applicable laws, regulations, etc. A draft report will be produced and circulated to the CALFED and other appropriate agencies to ensure completeness. The draft will: summarize the law, regulation, etc. focusing on the sections applicable to the program; identify the agency with regulatory responsibility; and what must be accomplished in order to comply.
2. Following review and comment by the CALFED agencies and Bay-Delta Program staff, the contractor will revise and augment the report described in item 1. A proposed strategy for attaining compliance will be added to the report. In developing these strategies, the contractor will work closely with the CALFED and other agencies. A draft of the strategies will be circulated for comment by the appropriate agencies.
3. Contractor will assist CALFED Bay-Delta Program staff in drafting non- legal Memorandums of Agreement (MOA) with the agencies having consultation/compliance requirements. The MOA will describe the responsibilities of each party, time frames and products necessary for compliance.

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Deliverable Items for CEQA/NEPA Scoping:

- 1a. Provide a draft identification of public involvement requirements of state and federal laws, Executive Orders, administrative policies, appropriate strategies, etc.,
- 1b. Provide a final identification of public involvement requirements of state and federal laws, Executive Orders, administrative policies, appropriate strategies, etc.,
- 2a. Provide a draft NOI/NOP, succinct description appropriate CEQA/NEPA requirements, time limit steps, etc.,
- 2b. Provide a final NOI/NOP, succinct description appropriate CEQA/NEPA requirements, time limit steps, etc.,
- 3a. Provide a draft Purpose and Need Statement,
- 3a. Provide a refined Purpose and Need Statement,
4. Provide assistance to the CALFED Bay-Delta Program Public Assistance Officer on an as-needed basis for the bullet items listed in item 4,
- 5a. Provide a draft summary of individual and combined workshops, and a draft annotated outline of EIS/EIR, final Purpose and Need Statement, description of Alternatives,
- 5b. Provide a final summary of individual and combined workshops and a final annotated outline,

Deliverable Items for *Related Environmental Requirements*:

- 1a. Provide a draft identification of applicable laws, regulations, etc.,
- 1b. Provide a "refined draft" identification of applicable laws, regulations, etc.,
- 2a. Provide a draft revised and augmented work product described in item,
- 2b. Provide a "refined draft" revised and augmented work product described in item 1,
- 3a. Provide draft Memorandums of Agreement (MOA) with the agencies having consultation/compliance requirements,

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- 3b. Provide final Memorandums of Agreement (MOA) with the agencies having consultation/compliance requirements,

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