

# Tacoma Tideflats Subarea Plan

## Scope of Work

REVISED 02/07/20

## Introduction

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As set forth in the February 10, 2019 Tideflats Subarea Planning Work Plan (Attachment A), the City of Tacoma, Port of Tacoma, Puyallup Tribe of Indians, City of Fife and Pierce County (participating governments) are working together to develop the Tideflats Subarea Plan (Plan). The Plan will ultimately be adopted as an element of the Tacoma Comprehensive Plan. The participating governments have selected the BERK team to support this planning effort.

The Work Plan (Attachment 1) describes a governance process for the project that includes a Steering Committee, Staff Leadership Team, Project Management Team, and Stakeholders Advisory Group (referred to in this Scope of Work as the Tideflats Advisory Group). Each of these groups is described further in the Work Plan and referenced in this Scope of Work.

Major project tasks include preparation of the draft and final Plan and draft and final Planned Action Environmental Impact Statement (EIS). These tasks will be supported by relevant technical analyses and an inclusive, timely and transparent public engagement process.

**Subarea Plan.** The Subarea Plan, at a minimum, will address requirements under Washington State law to include State Environmental Policy Act (SEPA) environmental review, Growth Management Act (GMA), Shoreline Management Act (SMA), the Puyallup Land Claims Settlement, the Container Port Element and elements for certification of a Manufacturing and Industrial Center (MIC) by the Puget Sound Regional Council (PRSC).

**SEPA Planned Action EIS.** The EIS will be prepared to meet planned action requirements, pursuant to the State Environmental Policy Act (WAC 197-11-164 to 172). A planned action provides more detailed environmental analysis during an areawide planning stage rather than at the project permit review stage. Designating a planned action streamlines environmental review for development proposals that meet requirements of the planned action designation.

**Integrated GMA/SEPA/SMA review process.** WAC 197-11-210 authorizes GMA jurisdictions to integrate the requirements of the SEPA and GMA. The goal is to ensure that environmental analysis under SEPA occurs concurrently with and as an integral part of the planning and decision-making process under GMA. Because there are significant shoreline areas within the subarea, this planning process will also integrate consideration of shoreline issues as part of the planning and analysis process. Analysis of environmental and shoreline impacts as part of the GMA planning process can result in better-informed GMA planning decision as well as avoid delays and duplication.

## Task 1: Project Management

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Ongoing project management activities, including continuous coordination with participating governments as described in the Work Plan (Attachment A), regular project team meetings, team and client communication and coordination, schedule monitoring and management, and other miscellaneous activities to support an efficient-running project.

## Task 2: Project Initiation

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### 2.1 Project Initiation Meeting

Consultant will facilitate a project initiation meeting that will include general discussion of substantive and administrative topics relevant to a successful planning process such as: scope, milestones, overall schedule, and budget.

### 2.2 Data collection and review

Consultant will collect and review available data. Consultant will prepare a memo that describes the data gaps and recommends methods to fill gaps. The memo will include an assessment of the relative significance and priority for filling identified data gaps.

### 2.3 Plans, Programs and Studies

Consultant will collect pertinent plans, programs and studies that relate to the Subarea and summarize the content and status of the documents.

### Task 2 Deliverables:

- Project initiation meeting summary
- Baseline data memorandum
- Plans, programs, and studies memorandum

## Task 3: Engagement and Facilitation

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The scope described below does not include early engagement tasks including the development of the Public Engagement Plan and the first two Tidelands Advisory Group meetings. Specific tasks and level of effort for these activities are addressed in a separate contract.

Consultant will coo to align efforts with other ongoing projects to minimize stakeholder fatigue and ensure maximum participation.

### 3.1 Communication Materials

- a. Fact Sheet and FAQ.** Consultant will prepare a fact sheet with an overview of project information about the project, status, key issues and options. Consultant will prepare an FAQ based on questions from the public. Assumes electronic transmittals of an initial version followed by three updates at project milestones.
- b. Meeting-in-a-Box.** Consultant will develop a Meeting-in-a-Box for use by staff and TAG with project materials, speaking points, and instructions to ensure consistent feedback. This assumes one round of consolidated review and feedback for draft

materials before finalization. For the fact sheet, FAQ, and Meeting-in-a-Box, there will be an initial version followed by three updates.

- c. **Community Engagement Gallery.** Consultant will provide project documents, presentations, boards and other materials used at public meetings for display in a room reserved by the City for this use. Materials will be updated on an ongoing basis, following the public meeting schedule throughout the project. These materials will also be made available for online posting.

### **3.2 Tideflats Advisory Group (TAG) Meetings**

Consultant will facilitate up to 12 TAG meetings. Consultant will advise on meeting structure for TAG meetings and develop group activities and feedback mechanisms for each meeting, including how to reach under-represented groups. Consultant will develop invitations, transmittals, meeting materials, engagement tools, and presentations. Consultant will provide a summary of each meeting. Assumes that City of Tacoma staff will identify and schedule venues for meetings.

### **3.3 Steering Committee, Project Management, and Staff Leadership Team Coordination**

Consultant will work the Steering Committee facilitator to ensure information is provided in a timely manner, respond to questions/concerns, and keep processes in alignment (assumes consultant coordination only). Consultant will coordinate with the Project Management team and Staff Leadership Team on project schedule, timing of information, upcoming meetings, and public engagement (assumes attending up to six meetings).

### **3.4 Engagement HQ Website Content**

Consultant will provide content for the Engagement HQ tool for posting by City of Tacoma, including project information, and educational materials depending on need. To the extent feasible, materials from community meetings will be posted for public review and input. This task assumes that City of Tacoma staff will lead website updates as well as receive, track and respond to comments/questions from the website.

### **3.5 Traditional and Social Media Content**

Consultant will create online an engagement kit, including suggested language for social media posts, selection of photos, and recommended updates to website language and images. This assumes one round of consolidated client review and feedback per kit, assumes initial kit followed by three updates.

Participating governments staff will lead engagement with traditional and social media including responding to media contacts, scheduling and updating social media posts, monitoring comments and responding as appropriate.

### **3.6 Visioning Sessions**

Consultant will prepare for and conduct up to five facilitated visioning sessions to gather input on vision concepts. It is anticipated that each visioning session will focus on a specific topic, such as transportation, natural environment, etc. For each meeting, Consultant will invite stakeholders with specific interest in the selected topic as well as provide broad notice members of the public. Three consultant staff are assumed at each meeting. Consultant to

provide meeting materials, facilitation and meeting summary. Participating governments to provide meeting space and logistical support.

### **3.7 Community Meetings**

#### **a. Public Kick-off Meeting**

Consultant will prepare for and conduct an in-person kick-off meeting for the project. Activities are likely to include introduction of the team, project information including schedule and milestones, project information, and planned engagement activities.

#### **b. Community Meeting: Vision Concepts and Alternative Scenarios.**

Consultant will plan, prepare materials and facilitate a community meeting to share information about visioning concepts and alternatives for future development. This meeting will be scheduled to fit within the advisory group process established in the Work Plan. Participating governments to provide meeting space and logistical support.

#### **c. Public EIS Scoping Meeting**

Consultant will plan, prepare materials and facilitate a community open house to gather early feedback on the EIS scope, including draft alternatives.

#### **d. Agency EIS Scoping Meeting**

Consultant will prepare for and conduct a meeting with various agencies to gather feedback on the EIS scope, including draft alternatives.

#### **e. Draft Subarea Plan Meeting**

Consultant will prepare materials to summarize the Draft Plan and gather feedback. City of Tacoma staff will plan and lead community engagement efforts to gather public input on the Draft Plan. Consultant will prepare for and conduct a community meeting to summarize feedback received and gather any additional feedback on the Draft Plan.

### **3.8 Draft EIS Public Hearing**

Consultant will assist with meeting logistics for the public hearing on the Draft EIS, such as meeting format, presentation materials, and arranging for a court reporter to record the testimony at the hearing. Consultant will facilitate the comment process at the hearing and review the court reporter transcript for accuracy.

### **3.9 Public Engagement Summary**

At the conclusion of the public engagement process, Consultant will prepare a summary of all activities, describing events, participation and findings.

### **Task 3 Deliverables:**

- Communication materials, including fact sheet and FAQ, Meeting-in-a- Box (3 updates) and materials for the Community Engagement Gallery
- Content for Engagement HQ website
- Online Engagement Kit (4)
- Visioning Summary
- Public meeting and hearing materials
- Public meeting summaries

- Public engagement report summarizing all activities, participation and other information as needed

## Task 4: Existing Conditions Analysis

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### 4.1 Existing Conditions Analysis

In accordance with the Work Plan (Attachment A), the Consultant will conduct the analysis of existing conditions. This task will include two rounds of review with one consolidated set of comments provided to the Consultant in each round.

For the topics listed in Tasks 5, 6 and 8.1, the existing conditions analysis will document available data, current policy and regulatory frameworks, adopted levels of service, if applicable, and other available relevant information. The report will help inform potential Plan policies, the alternative scenarios and the Draft EIS existing conditions analysis.

#### Task 4 Deliverable:

- Existing conditions analyses for all topics described in Tasks 5, 6 and 8.1.

## Task 5: Economic Development Analysis

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### 5.1 Economic Development Analysis

The economic development analysis will help inform the alternative future scenario development, the population, employment and housing section of the EIS and development of Plan policies.

The economic development analysis will include:

- Description of key industry sectors, major assets and firms within the MIC.
- Description of economic role of the MIC within the city, county and region. This will include summary economic impact information relying on existing studies.
- Existing job base within the MIC, interrelationships, and a journey-to-work analysis.
- Sectoral employment trends and forecasts for existing and emerging uses.
- Market assessment of development potential in the MIC including market supply figures, rental rates, absorption, deliveries, and pipeline projects.
- Identification of catalyst sites and any barriers to redevelopment.
- Identification of potential financial tools and incentives to support economic development and employment growth in the MIC
- Summaries of adopted economic development strategies to retain and secure emerging port and manufacturing/industrial and other such economic opportunities.
- Economic development strategies that address key existing and emerging industry sectors.

- Governmental revenue projections for alternative future scenarios. Focus will be placed on:
  - Property tax from changes in assessed value
  - Sales and use taxes

The analysis will draw on available data from the Puget Sound Regional Council (PSRC), Employment Security Department (ESD), existing industry sector market analyses, economic impact analyses, and industrial lands supply analyses, Bureau of Labor and Statistics, Workforce Development Council, internal business license NAICS GIS data, regional real estate market data providers, and stakeholder input.

#### **Task 5 Deliverables:**

- M/IC Economic and Employment Profile
- M/IC Impact Assessment (based on existing sources)
- Industry Trends Summary
- Estimated fiscal impact summary
- Evaluation of economic return on operational and infrastructure investments

### **Task 6: Climate Change and Resiliency**

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#### **6.1 Climate Change Impacts (SLR and change in river discharge) on Coastal/Riverine Flooding**

**OPTION 1** Consultant will map extent of inundation for future SLR to support forming the alternatives. This mapping will be conducted for existing conditions and one future scenario using a bathtub inundation mapping exercise. Best available science on climate change (including site-specific sea level rise projections developed by the Washington Climate Impacts Group in 2018) will be incorporated. The SLR inundation mapping will evaluate and compare existing conditions and one future condition.

**OPTION 2** Consultant will setup a two-dimensional hydrodynamic numerical model to determine water level and extent of inundation. Numerical modeling simulations will evaluate combined impacts of climate change (including change in sea level rise and change in inflow from Puyallup River and other tributaries) on coastal and riverine flooding. Best available science on climate change (including projections for rainfall developed by U.S. Geological Survey) will be incorporated. The SLR inundation mapping will evaluate coastal/riverine flooding for existing conditions and one future scenario for one extreme event (such as a 100-year river discharge concurrent with a high tide event).

#### **6.2 Climate Change Impacts (SLR and change in river discharge) on Storm and Surface Water Flooding**

Consultant will develop a hydrologic and hydraulic model of up to three representative areas. These representative areas will be identified in coordination with the project team/stakeholders. Stormwater inlets, pipes, ditches, manholes and other conveyance structures will be simulated in the model.

The model will be used to quantitatively evaluate rainfall runoff and conveyance of that runoff within the study area for existing conditions and one future scenario for one typical and one extreme event (such as a 100-year rainfall event combined with a tailwater condition).

The extent of residual interior flooding for each of the model simulations will be mapped and illustrated by peak flood depth. Infrastructure (building and transportation system) impacted by flooding will be illustrated and summarized.

**Task 6 Deliverables:**

- Technical Memorandum in electronic format to describe results of analysis for coastal/riverine flooding.
- Technical Memorandum in electronic format to describe results of analysis for storm and surface water system.

## **Task 7 Visioning and Alternative Future Scenarios**

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### **7.1 Visioning**

Visioning will help to define the preliminary alternatives described in Task 6.2 and provide guidance to Subarea Plan policies. The Consultant will support the visioning process as described in Task 3.6. Consultant will also compile all visioning comments and evaluate the consistency of visioning comments against project outcomes, as described in the Work Plan (Attachment A) and other relevant adopted plans and policies.

### **7.2 Develop preliminary alternatives**

In accordance with the Work Plan, Consultant will identify the no-action and up to two action alternatives for analysis in the EIS. Inputs to alternatives development will consider the Work Plan (Attachment A), visioning results, adopted goals and policies, and the existing conditions analyses. Consultant will describe key assumptions for each alternative.

### **7.3 SEPA EIS Scoping**

Pursuant to WAC 197-11-360 and -408, Consultant will prepare a Draft Determination of Significance (DS) and scoping notice that describes project goals, potential alternatives and EIS scope and initiates the public scoping process. Consultant will provide support in preparing for and staffing public and agency scoping meetings as described in Task 3. Consultant will prepare a final scoping report that summarizes public comments and documents changes, if any, to the EIS scope of review.

**Task 7 Deliverables:**

- Visioning Report, including a summary of community input, evaluation matrix, draft vision and plan concept
- Description of alternative future scenarios for use in EIS
- Determination of Significance/Scoping Notice
- Scoping meeting summary
- Final scoping document

## Task 8 EIS Technical Analyses

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### 8.1 Alternatives Analysis

For each alternative, Consultant will identify and evaluate potential significant adverse impacts, mitigating measures, potential policy guidance, and applicable regulatory requirements.

It is assumed that the study area encompasses the area designated as the Port of Tacoma Manufacturing Industrial Center (MIC) and may also include a portion of the surrounding vicinity, depending on the topic.

For each of the topics listed in Table 1, the Consultant will:

- Describe baseline (existing) conditions as described in Task 4.1
- Identify data gaps as described in Task 2
- Document the existing framework of applicable plans, policies and regulations as described in Task 4.1
- Coordinate methodologies with Technical Advisors, as identified by the Project Management Team
- Conduct analysis and identify impacts
- Identify potential mitigating measures
- Identify any significant adverse impacts that cannot be mitigated

Although the scope of the SEPA EIS review will not be determined until the public scoping process is complete, inclusion of the topics described in Table 1 is assumed for the purpose of scope and budget. If changes to the EIS scope based on the scoping process are identified, Consultant will help to identify any necessary changes to scope and budget.

Table 1 describes the specific focus of each environmental topic and identifies the anticipated outcomes identified in the Work Plan (Attachment A) that each topic will help to inform.

### 8.2 Tribal Consultation

Consultant will assist as needed for cultural resources and fisheries tribal consultation.

Consultant will:

- Assist in identifying Tribes with interest and potential issues of interest to the Tribes.
- Assist in facilitating up to 2 meetings with the Tribes to facilitate and strategize.

### Task 8 Deliverables:

- Technical memos and/or EIS sections that describe the methodology and data used, findings, impacts, mitigation, and significant unavoidable adverse impacts. Deliverables will support Plan policy development and preparation of the planned action EIS.

**Table 1 Alternatives Analysis**

Topics	Alternatives Analysis		Work Plan Anticipated Project Outcomes <i>(x) denotes excerpted outcome number from Work Plan</i>
	Baseline Study	Impact Analysis	
<b>Earth/Contamination and Remediation</b>	Review and describe available data describing geologic conditions, geotechnical hazards, status of contaminated and remediated sites including complete and active clean-up efforts, presence of hazardous materials or waste, and other similar data. Summarize applicable regulatory requirements.	Assess potential impacts associated with geologic conditions, geotechnical hazards, site contamination, presence of hazardous materials, or other related issues identified through the baseline study.	<ul style="list-style-type: none"> <li>Promote and support opportunities for voluntary, proactive interjurisdictional plans and projects to clean up environmentally contaminated sites within the Tideflats. (10)</li> </ul>
<b>Floodplains</b>	Review and describe existing floodplain, shoreline, and watershed data and designations. Describe local, state and federal regulatory requirements, including the NFIP Biological Opinion for Puget Sound.	Analyze potential impacts on floodplains and flooding, potential changes to affected drainages and their associated floodplains, watershed boundaries and drainage patterns, increases in impervious surface area, modifications to creeks, channels, and changes in the configuration and capacities of detention basins that can affect the potential for flooding in the watersheds within the subarea plan vicinity and in downstream areas.	
<b>Air Quality</b>	<p>Estimate general criteria air pollutant emissions and greenhouse gas emissions from mobile, stationary, and area sources using appropriate models, such as MOVES, Non-road, and methodologies of U.S. EPA's AP-42 compendium of emission factors, or equivalent models.</p> <p>Describe relevant regulatory information about the federal Clean Air Act, Washington Clean Air Act, WA Department of Ecology, the Puget Sound Clean Air Agency and other relevant regulations and policies.</p>	<p>Evaluate consistency with air quality standards and qualitatively assess the potential for health risk impacts associated with the alternatives, with a focus on risks that could result from diesel particulate matter and other toxic air contaminants associated with vehicle trips and stationary sources. This analysis will focus on the intensity and distance of emission sources from existing sensitive land uses and emission controls in-place or available to reduce potential health risks.</p> <p>Assess greenhouse gas emissions (GHGs) when estimating criteria pollutant emissions and emissions from projected land uses for the alternatives. Compile a baseline emission inventory with existing port activity and existing and future vehicle miles travelled. Inventory will be developed based on selected and representative port marine terminal facilities and port-operated rail facilities with the greatest and smallest activities with intermediate facilities emissions scaled based on the degree of transportation activity into and out of port and rail facilities as predicted in the transportation analysis. Likewise, inventories under the no Action and two action alternatives will also be scaled based on relative changes in transportation activity.</p> <p>Consultant will work with the Port of Tacoma and Northwest Seaport Alliance to identify the best available data and data sources for analysis. A detailed inventory of equipment, predicted run time hours based on throughput volumes is not assumed at this time.</p>	<ul style="list-style-type: none"> <li>Support, protect, and improve health and safety of area employees and residents of surrounding communities. (5)</li> <li>Support resiliency strategies to prevent loss of manufacturing/industrial lands, transportation infrastructure, and environmental resources. (9)</li> </ul>

Topics	Alternatives Analysis		Work Plan Anticipated Project Outcomes <i>(x) denotes excerpted outcome number from Work Plan</i>
	Baseline Study	Impact Analysis	
<b>Stormwater and Water Quality</b>	<p>Characterize surface water flows, surface water quality, and stormwater management systems based on existing mapping and other available information. Prepare a map of existing stormwater outfalls in the study area based on available information. Use groundwater, surface water, and soils information from existing information sources (e.g., well records, flow data, NRCS soils maps) to evaluate groundwater/surface water interactions and consider opportunities for the infiltration of stormwater in the subarea plan vicinity.</p> <p>Summarize the City of Tacoma's Stormwater Management Manual, NPDES permit requirements, and other relevant regulatory requirements, standards and plans.</p>	<p>Assess potential impacts to stormwater and surface water quality from the proposed alternatives.</p>	
<b>Plants and Animals</b>	<p>Conduct desktop analysis to evaluate existing conditions, including vegetative cover types, streams, wetlands, and priority habitats and species. Assess wildlife communities, with a focus on state and federally listed species.</p> <p>Identify current applicable regulations and policies for plants and animals in the subarea plan vicinity.</p>	<p>Analyze potential impacts and propose mitigation measures for these habitats and species from proposed alternatives.</p>	
<b>Land and Shoreline Use/Plans and Policies</b>	<p>Describe existing land use patterns, development types, mix of uses, scale and intensity of development, study area character, and land use compatibility.</p> <p>Summarize pertinent plans, policies and regulations, including the City's GMA Comprehensive Plan (including the Container Port Element), land use and shoreline regulations, Puget Sound Regional Council requirements, and other applicable and adopted plans from the Port of Tacoma, Puyallup Tribe, Pierce County, and City of Fife.</p>	<p>Analyze impacts to land use patterns, mix of uses, development scale and character, land use compatibility, development capacity, and consistency with adopted plans and policies.</p>	<ul style="list-style-type: none"> <li>• Consistent with Tacoma's adopted planning policies and goals, as well as state, regional, and federal law, policies, and regulations. (6)</li> <li>• Define and protect the core areas of port and port related manufacturing/industrial uses within the city. The Subarea Plan will resolve key land use conflicts along the edges of the core area, and minimize and mitigate, to the extent practicable, uses that are incompatible with industrial uses along the edge of the core area. The Subarea Plan will evaluate the use of transitions and buffers as a means of addressing compatibility with surrounding communities. (11)</li> </ul>
<b>Population, Employment and Housing</b>	<p>Describe existing demographic conditions and adopted Comprehensive Plan targets for the Tideflats Subarea, based on available city, regional, state and federal data, and on adopted plans. Discussion will include employment data gathered under Task 5 of this Scope of Work.</p>	<p>Analyze potential impacts to population, employment, housing mix, capacity and demand.</p>	<ul style="list-style-type: none"> <li>• Materially preserve the area and boundaries of the Port of Tacoma Manufacturing and Industrial Center. (9)</li> <li>• Continued growth of the regional economy and the estimated 29,000 existing family wage jobs in the maritime, manufacturing and industrial sectors. (1)</li> <li>• Support the important role of the Tideflats area as an</li> </ul>

Topics	Alternatives Analysis		Work Plan Anticipated Project Outcomes <i>(x) denotes excerpted outcome number from Work Plan</i>
	Baseline Study	Impact Analysis	
			<p>economic engine for the City of Tacoma, Pierce County, state and region while protecting the livability of surrounding areas. (1)</p> <ul style="list-style-type: none"> <li>• Retain sufficient planning flexibility to secure emerging port and manufacturing/industrial opportunities and other economic opportunities. (7)</li> <li>• Support resiliency strategies to prevent loss of manufacturing/industrial lands, transportation infrastructure, and environmental resources (9)</li> </ul>
<b>Cultural Resources</b>	<p>Complete an initial Cultural Resources Assessment (CRA) Desktop Analysis consisting of a literature review, records search, identification of any previously documented historic and cultural resources within the designated MIC and surrounding vicinity. Will include review of the current Washington State Department of Archaeology and Historic Preservation (DAHP) databases to assess the inventory of known resources in the area, including Traditional Cultural Properties that may have been designated. Studies and surveys that have been completed will be evaluated and incorporated by reference.</p> <p>Identify which areas within the subarea plan vicinity have the highest to lowest archaeological potential including research of geology, geomorphology, and soils for the purposes of identifying archaeological resources potential and probability for informing future survey work, if needed.</p>	<p>Assess potential impacts to Cultural Resources from the change in level of disturbance proposed in alternatives.</p>	<ul style="list-style-type: none"> <li>• Protect the fisheries and shellfish resources essential to the tribe both culturally and economically. (1)</li> <li>• Establish environmental improvement goals for Commencement Bay, including providing for greater bay-wide diversity of ecosystems, restoration of historic functions and improvement of physical conditions to protect and enhance environmental and cultural resources. (3)</li> <li>• Consistent with treaty-protected rights. (12)</li> </ul>
<b>Transportation</b>	<p>For the purpose of the transportation analysis, the study area will include the following area: I-705/Dock Street on the west, I-5 on the south, 70th Avenue E and SR 99 on the east, and Marine View Drive and East 11th Street on the north.</p> <p>Consultant will coordinate with the consultant team and participating government's staff to:</p> <ul style="list-style-type: none"> <li>• Prepare an Existing Conditions analysis of transportation networks in the study area. These analyses will include condition of traffic operations, freight movement, transit, pedestrian, bicycle, safety, and parking and will reference and utilize existing relevant data, adopted plans, and studies to the extent possible.</li> </ul>	<p>Consultant will compile a draft of planned transportation improvements within the study area showing funding commitments and timing for review. Upon approval, Consultant will create a layered GIS map distinguishing the planned improvements as either projects with committed funding scheduled to be completed by the horizon year or projects included in plans but lacking funding to be in place by the horizon year.</p> <p>Consultant will prepare traffic forecasts that represent 2040 No Action conditions using the PSRC 4k travel demand model, version 4.10. Traffic generated by the Port will be reviewed and adjusted as necessary to reflect the planned uses on Port property. Consultant will prepare a technical memorandum</p>	<ul style="list-style-type: none"> <li>• Support and consider transportation and infrastructure that promotes connectivity to other regional employment centers and provide reasonably efficient access to the core area through transportation corridors to include freight. (2)</li> <li>• Support resiliency strategies to prevent loss of manufacturing/industrial lands, transportation infrastructure, and environmental resources. (9)</li> </ul>

Topics	Alternatives Analysis		Work Plan Anticipated Project Outcomes <i>(x) denotes excerpted outcome number from Work Plan</i>
	Baseline Study	Impact Analysis	
	<ul style="list-style-type: none"> <li>Assemble existing peak hour traffic counts and identify locations for supplemental counts. Turning movement counts will be collected at up to 25 intersections for the PM peak hour and at up to 10 intersections for the AM peak along major truck routes. A common peak hour will be chosen for analysis throughout the study area. Consultant will calculate intersection level of service (LOS) using Synchro for most intersections and SimTraffic for I-5 ramp termini. This task will include obtaining traffic signal timing plans for all study intersections and review of aerial imagery and/or field observations to confirm lane configurations and traffic controls.</li> <li>Describe regional access (via WSDOT facilities) and report existing performance data using available data. No new data collection or analysis of WSDOT facilities is proposed with this study.</li> <li>Prepare exhibits that display the posted speed limits and functional classification of study facilities. An exhibit will also be prepared to illustrate the existing peak hour segment volumes and traffic controls at the study intersections. Document existing heavy vehicle percentages along roadways within the study area based on traffic count data. An exhibit will be prepared to display existing freight routes (including associated weight limits) and distribution of vehicle percentages on those routes.</li> <li>Document key at-grade rail crossings within the study area and summarize information such as typical train volumes, lengths, and blocking times.</li> </ul>	<p>documenting key inputs and assumptions of the travel demand model.</p> <p>Using the 2040 No Action travel demand model as a starting point, Consultant will incorporate the land uses and transportation network changes associated with up to two action alternatives. Turning movement forecasts will be developed for all study facilities. Port trip generation would be developed separately and then incorporated into the travel demand model for assignment. Each action alternative will be evaluated in terms of traffic operations, freight movement, transit, pedestrian, bicycle, safety, and parking.</p> <p>Consultant will develop thresholds for significant impacts for each technical topic area described above. Potential mitigation measures will be identified for each significant impact. These measures could include both capital projects and programmatic measures for all modes of travel. Any secondary impacts, cumulative impacts, and significant unavoidable adverse impacts will be identified.</p> <p>To meet planned action requirements pursuant to SEPA, Consultant will prepare planning-level cost estimates of the mitigation measures as well as a metric to allocate the costs to development (e.g. cost per trip).</p>	
<b>Public Services</b>	<p>Description of existing levels of service, estimated needs and demand for service for police and fire/emergency medical response, and parks and recreation facilities serving the study area. Consultant will coordinate with appropriate service provider staff and integrate system plan levels of service and capital plans. To the extent information is available, the analysis will be based on available plans and population-based estimates of demand.</p>	<p>Analysis of demand and projected levels of service for police and fire/emergency medical response, and parks and recreation facilities serving the study area.</p>	<ul style="list-style-type: none"> <li>Provision of infrastructure and services to support these areas [Tideflats area]. (1)</li> </ul>

Topics	Alternatives Analysis		Work Plan Anticipated Project Outcomes <i>(x) denotes excerpted outcome number from Work Plan</i>
	Baseline Study	Impact Analysis	
<b>Utilities</b>	Describe existing utility infrastructure and service based on existing information provided by the City and local providers. Existing services will be graphically represented, based on maps and graphics supplied by the utility providers. Use available information to assess feasibility and regulatory requirements for water, wastewater, electricity and communications utilities in the subarea.	Describe projected demands for electricity, gas, and communication services associated with the proposed alternatives, impacts to overall capacity and the need for improvements or relocations.	<ul style="list-style-type: none"> <li>Provision of infrastructure and services to support these areas [Tideflats area]. (1)</li> </ul>

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## Task 9 Draft Subarea Plan

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### 9.1 Draft Subarea Plan

Consultant will prepare a draft Subarea Plan that includes the elements and topics listed in the Work Plan (Attachment A). Participating governments staff will review and advise Consultant on Plan revisions. Consultant will support the Project Management Team in public review of the Draft Subarea Plan, including Steering Committee review. Two rounds of revisions are assumed:

1. Round 1: Following participating governments review and prior to public review; and
2. Round 2: Following public review, including Steering Committee review and prior to City of Tacoma legislative review and action.

It assumed that the participating governments would provide a consolidated set of comments for Consultant use.

### Task 9 Deliverables:

- Draft and two rounds of Revised Draft Subarea Plan

## Task 10: Draft and Final Planned Action EIS

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### 10.1 EIS Outline

An annotated outline of the Draft EIS will be prepared for staff review, to ensure alignment with expectations prior to the analysis proceeding. The annotated outline will show major headings down to element specific headings with a brief description of what will be included under each heading. The elements of the environment to be evaluated in the EIS will be defined in the scoping summary. Separate sections on existing conditions, significant impacts, and mitigation measures are proposed for the format of this Planned Action EIS.

### 10.2 Preliminary and Public Draft Planned Action EIS

Based on work completed prior tasks, Consultant will compile the preliminary draft Planned Action EIS for staff review. Consultant will prepare a Draft Planned Action EIS for public review. The Draft Planned Action EIS will include a fact sheet, executive summary, description of alternatives, existing conditions, and analysis of impacts and mitigation measures for each alternative. A preliminary Planned Action Ordinance for public review and comment will also be included. The ordinance will address the type of project action; compliance with the criteria for a planned action; findings related to the adequacy of the Planned Action EIS, consistent with state law. Mitigating measures will be attached to the Planned Action Ordinance will be attached in the Final EIS, after mitigation has been finalized.

The preparation and review process for the Draft EIS is described below.

- a. **Preliminary Draft EIS v1.** The first version of the Draft EIS will include all chapters, with placeholders for certain sections, including the Chapter 1 summary of impacts and unavoidable

*Draft 02/07/20*

significant impacts sections. It is anticipated that the staff will review this version and consolidate its comments into a comment matrix for the EIS team to consider for preparation of version 2. It is also expected that the staff will provide the official distribution list for the EIS.

- b. Preliminary Draft EIS v2.** Version 2 will include revisions made in response to staff comments, as well as the first full draft of the summary of impacts and the unavoidable significant impacts sections in each chapter. It is anticipated that the staff will review this version and consolidate its comments into a comment matrix for the EIS team to consider for preparation of version 3.
- c. Preliminary Draft EIS v3.** Version 3 will include revisions made in response to staff comments, with the intent that this version will be camera-ready. It is anticipated that the staff will review this version in a page-turning session with the EIS team, and that only minor corrections will be needed.
- d. Public Draft EIS.** After final revisions made in response to staff comments, Consultant will produce hard-copy and PDF versions of the Draft EIS for publication. It is assumed that the required cover letter from the lead agency will be authored by the staff and that the participating governments will handle mailing and delivery. The PDF version will be fully indexed for ease of navigation and prepared for electronic distribution. In the interest of cost and resource conservation, it is anticipated that only a limited number of printed copies will be produced. The PDF will be formatted so that it can be posted on the project's website, both as one large PDF for downloading, and as individual chapters for viewing online.

### **10.3 Draft EIS Comment Period**

Consultant will develop a draft notice for availability of the Draft EIS and invitation to comment. This draft will be provided to participating governments staff to finalize and publish according to SEPA lead agency procedures. Consultant track public comments as they are received. The Draft EIS public hearing is described in Task 3.8.

### **10.4 Final Planned Action EIS**

The Final EIS will include a description of the preferred alternative, if identified, updated analysis and corrections, if needed, and responses to agency and public comments. Consultant will prepare a preliminary final Planned Action EIS for staff review and comment and a Final Planned Action EIS for public issuance. Minor revisions and corrections that would not require a significant level of effort for research or analysis are assumed. The preparation and review process for the Final EIS is described below.

- a. Compile and respond to Comments on Draft EIS.** Consultant will coordinate with the City of Tacoma to track public comments as they are received. If requested, Consultant will use the ESA Comment Tracker, which provides clients with the flexibility to decide how public comments are collected and managed through the life cycle of the project. The system includes a public web form for comment submission and attachments supporting numerous file formats. Comments can also be submitted in traditional formats (email, comment forms, handwritten letters, etc.) and loaded into the system. Once input into the tracking system, technical team members can review, bracket, assign, and respond to comments.

Consultant will work with the participating governments staff to provide draft and final responses to comments. The initial responses will be reviewed by staff, in two iterations (Comment Response v1 and v2). Each version will be included in the corresponding version of the Preliminary Final EIS. The Final version of the comment responses will be formatted with copies of the original correspondence in the Preliminary Final EIS v3.

- b. Preferred Alternative.** If directed by the Steering Committee, Consultant will support identification of a preferred alternative. The Consultant will ensure that the preferred alternative is defined adequately so that the EIS can clearly identify impacts and mitigating strategies. It is assumed that the preferred alternative, if identified, will not require additional modeling or technical analysis. This task will identify the threshold criteria that would be used to define the planned action (or new SEPA exemption thresholds).
- c. Final EIS outline.** An annotated outline of the Final EIS will be prepared for participating governments staff review to ensure alignment with expectations prior to the analysis proceeding. This is expected to include a summary, alternatives description including the Preferred Alternative, if any, the proposed planned action ordinance, responses to comments for the Draft EIS, corrections (if any are needed) to the Draft EIS, and analysis of the preferred alternative, as described above. It is not anticipated that the entire Draft EIS would be republished.
- d. Preliminary Final EIS v1.** The preliminary Final EIS will include all chapters, but the comments and responses will be in a matrix format or ESA Comment Tracker format for the first two iterations, as described above. It is anticipated that the participating governments staff will review this version and consolidate comments into a comment matrix for the EIS team to consider for preparation of version 2. Participating governments staff will provide the official distribution list for the EIS.
- e. Preliminary Final EIS v2.** Version 2 will include revisions made in response to staff comments, as well as the first full draft of the summary of impacts and the unavoidable significant impacts sections in each chapter. It is anticipated that staff will review this version and consolidate its comments into a comment matrix for the EIS team to consider for preparation of version 3.
- f. Preliminary Final EIS v3.** Version 3 will include revisions made in response to staff comments, with the intent that this version will be camera-ready. It is anticipated that the staff will review this version in a page-turning session with the EIS team, and that only minor corrections will be needed.
- g. Public Final EIS.** After final revisions made in response to staff comments, the EIS team will produce PDF versions of the Final EIS for publication. It is assumed that the required cover letter from the lead agency will be authored by the participating governments and that the participating governments will handle mailing and delivery. The PDF version will be fully indexed for ease of navigation. The PDF will be formatted so that it can be posted on the project website, both as one large PDF for downloading, and as individual chapters for viewing online.

#### **Task 10 Deliverables:**

- Draft EIS outline- Electronic copy (Word)

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- Preliminary Draft EIS v1, 2 and 3- Electronic copy (PDF)
- Public Draft EIS- Electronic copy (PDF)
- Final EIS outline- Electronic copy (Word)
- Preliminary Final EIS v1, 2 and 3- Electronic copy (PDF)
- Public Final EIS- Electronic copy (PDF)

## **Task 11: Formal Review Process**

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### **11.1 City Review Process**

Consultant will provide support through the formal Planning Commission and City Council review and adoption process. Support may include meeting preparation and participation in meetings to make presentations, respond to technical questions or other similar activities.

### **11.2 Final Subarea Plan**

Consistent with City Code and the process outline in the Work Plan (Attachment A), Consultant will finalize the Subarea Plan for City review and action.

### **11.3 Final Planned Action Ordinance**

Based on the Planned Action EIS mitigating measures and the draft Planned Action ordinance, Consultant will finalize the proposed Planned Action ordinance for review and comment simultaneous to and consistent with the Plan adoption process.

## **Task 12: Plan Submittals**

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Following the approval of the Subarea Plan, Consultant will support the City in submitting the Plan and documentation to the Puget Sound Regional Council for Plan Review and Certification, and to the Department of Ecology for review and approval of any amendments to the Shoreline Master Program.