



STAFF REPORT

City Council

Meeting Date:

6/7/2016

Staff Report Number:

16-095-CC

Public Hearing:

**Approve various actions associated with
Emergency Water Supply Well No. 1 at the
Corporation Yard**

Recommendation

Staff recommends the City Council take the following actions associated with the Menlo Park Municipal Water District Emergency Water Supply Well No. 1 project located at the City's Corporation Yard (Corp Yard) at 333 Burgess Drive:

- Adopt the Mitigated Negative Declaration (MND);
- Amend the agreement with Infrastructure Engineering Corporation (IEC) to add \$125,000 for additional engineering consultant services; and
- Authorize the City Manager to approve the well drilling contract and the wellhead facilities construction contract.

Policy Issues

According to Section 64554(a)(1), Chapter 16, Title 22, California Code of Regulations, a water system serving more than 1,000 service connections must be able to meet four hours of peak hourly demand with storage capacity, source capacity, and/or emergency connections at all times.

The project is consistent with the Menlo Park General Plan, Policy I-H-5, which states: "New wells and reservoirs may be developed by the City to supplement existing water supplies for Menlo Park during emergency and drought periods. Other sources such as interconnections and purchase agreements with water purveyors shall be explored and developed."

The project is included in the Urban Water Management Plan that was recently adopted on May 24, 2016 which describes and evaluates water supply sources and reliability over the next 20 years.

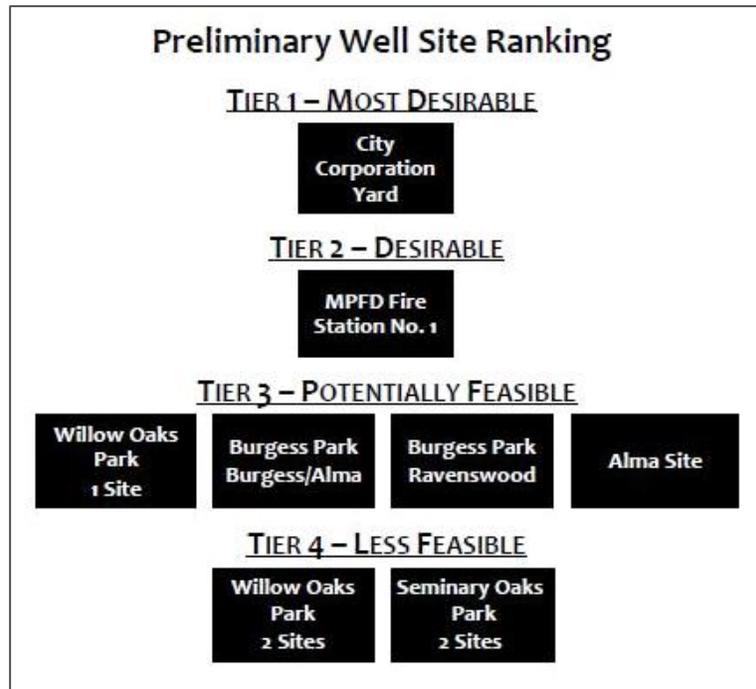
Background

The Menlo Park Municipal Water District (MPMWD) provides water to approximately 16,000 residents through 4,300 service connections within two service areas: the upper zone (providing water to the Sharon Heights area) and the lower zone (providing water to areas east of El Camino Real). California Water Service provides water to the area between the upper and lower zones.

MPMWD purchases all of its water from the San Francisco Public Utilities Commission (SFPUC), which pipes water from the Hetch Hetchy reservoir in Yosemite National Park to Menlo Park. MPMWD has two reservoirs in the upper zone for emergency storage, but the lower zone does not have storage facilities or a dedicated secondary water supply. As a result, nearly 3,000 residences and businesses could be without

water immediately for an undetermined period of time during a significant natural disaster.

In order to meet the project goal to construct 3 to 4 emergency wells (exact number of wells is unknown until we drill the wells and know the wells' capacities) that would provide a total of 3,000 gallons per minute (gpm) as an alternative supply in the lower zone, MPMWD developed a screening process, gathered community input, evaluated potential well sites, drilled two exploratory borings, and ranked the sites accordingly. On January 22, 2013, the City Council approved next steps to design and construct the first emergency well at the City's Corporation Yard (Corp Yard), the most desirable well location based on the Preliminary Well Site Ranking shown below. During that same meeting, the City Council also approved an agreement with IEC to provide engineering consultant services to design and construct the well.



Through the well siting process staff held four community meetings to develop the criteria and obtain feedback on the Well Site Ranking. Once the Corp Yard was identified as the first emergency well location, staff met with Burgess Classic residents and other adjacent property owners to obtain feedback on the most desirable location for the well. Based on feedback received, the proposed well location is the northwest area of the Corp Yard.

The City met with the State Water Resources Control Board's Division of Drinking Water (State) in early January 2016 and received the formal approval to construct an emergency well at the Corp Yard.

Staff met with the Environmental Quality Commission on April 27, 2016 to provide information on the emergency wells project and current status, and to also shared information about the Urban Water Management Plan and the Water System Master Plan.

Staff is also initiating moving forward with Emergency Wells No. 2 & 3, and in the near future, intends to bring the consultant contract to the City Council for approval.



Analysis

The Corp Yard well will consist of several components listed below. See Attachment B which graphically shows the locations of each component on the Corp Yard property.

Water Supply Well

The proposed well includes a wellhead, an electric well pump (located underground approximately 385 feet), a 5,000 gallon hydro-pneumatic pressure tank, disinfection equipment, a water connection to an existing water main in Burgess Drive, and a new fire hydrant. The well will be located behind the Corp Yard's fence and will not be visible from Burgess Drive. The associated above ground wellhead components would also be located within the fenced Corp Yard area. Water produced during the periodic exercising of the well will be used for Corp Yard activities (i.e., irrigation, vehicle washing, and street sweeper) and will not normally be distributed to water customers unless there is an emergency and normal water supplies are low or unavailable.



Emergency Generator

The emergency generator will provide backup electricity, if needed, for the entire Corp Yard site including the new well. It will include a 500-gallon diesel fuel tank and associated transformer and electrical conduits.

Fences

The project will revise existing fences in two locations. First, the existing front concrete fence and chain-link gate, located at the northern driveway, will be removed and a new chain-link fence and gate with privacy slats constructed approximately 20 feet closer to Burgess Drive to allow sufficient space for the wellhead facilities (disinfection equipment and 5,000 gallon hydro-pneumatic pressure tank). Second, the fence near the southern driveway will be reconfigured to enclose the proposed emergency generator. Additional screening slats will be added to the existing chain-link fence on the west side of the Corp Yard adjacent to the SRI property.

Trees and Landscaping

There are 23 heritage trees on the Corp Yard property. Staff has submitted an Arborist Report (included in the MND as Appendix 2) which details the species, size, and conditions of each existing tree and evaluates

the present condition, impacts of the proposed improvements, and recommendations for tree preservation.

Staff proposes removing four heritage trees for the Corp Yard well project. One tree, a Red Oak (*Quercus Rubra*) located near the existing front concrete fence is in fair condition but showing signs of rodent damage. Another tree, a Tree of Heaven (*Ailanthus Altissima*) is located too close to, and is currently damaging, the existing chain-link fence on the west side of the Corp Yard adjacent to the SRI property. The last two trees are Hollywood Junipers (*Juniperus C. Toruosa*) located too close to the front Corp Yard building. The Arborist Report contains a number of tree protection measures that are incorporated as mitigation measures in the MND.

The City Arborist has reviewed the arborist report and conducted a site visit to independently evaluate the health and condition of each tree, and he has recommended tentative approval for the removal of the four heritage trees. To compensate for the loss of the heritage trees, the preliminary landscape plan shows two new 36-inch box Valley Oaks along Burgess Drive and three new 36-inch box Red Oak trees near the proposed emergency generator. All of these trees are located in front of the Corp Yard fence and face the publically accessible portion of Burgess Drive. The existing high water use turf and shrub areas will be replaced, including the Hollywood Junipers, with low water use shrubs and groundcover.

Staff intends to provide notice to the community of the tree removal this fall 2016 and remove the trees by the end of the year.

Driveways

The Corp Yard well project will also modify the existing driveways to improve access for some of the City's larger vehicles in and out of the Corp Yard. These areas are currently planted with turf and groundcover. The plans detailing these modifications are contained in Attachment B.

Well Construction Process

Design and construction of the Corp Yard well consists of three steps as follows:

- Step 1 – Completion of the environmental review process;
- Step 2 – Drilling of the well; and
- Step 3 – Construction of wellhead facilities.

Drilling the well (step 2) and construction of the wellhead facilities (step 3) involves two different types of contractors with different expertise, therefore, construction occurs in two separate steps with two different contractors.

Step 1 – Environmental Review

In order to proceed forward with well drilling, the City Council must adopt the MND which is described in more detail in the Environmental Review section below. Approval of the proposed MND provides the foundation for everything that will occur in the future.

Step 2 – Well Drilling

Well drilling will consist of mobilizing equipment, drilling the well, and determining water quality and well yield. In order to drill a well, drilling must be continuous (i.e. 24 hours a day) for between 7 to 14 days. As described in the MND, to alleviate the noise impacts to nearby residents, City employees working at the Corp Yard, and adjacent businesses (SRI and West Bay Sanitary District), the project includes an acoustic engineer-designed noise curtain to minimize the noise associated with the well drilling operation. Once the well is drilled, it will be temporarily capped while the wellhead facilities are being designed and constructed.

IEC is currently developing the well drilling bid package, and staff plans to release it as soon as it is ready, after the MND is adopted. Staff anticipates selecting a well driller this fall 2016, with drilling to occur in early 2017 (staff anticipates a 6-month lead time due to the backlog in well driller availability). In order to expedite the project forward as much as possible, staff is recommending that the Council authorize the City Manager to approve the well drilling contract.

Staff intends to provide nearby residents and businesses with notice of the well drilling construction schedule at least 2-3 months in advance.

Step 3 – Wellhead Construction

Once the well is drilled and water quality and well yield are known, IEC will finalize the design of the wellhead facilities which includes the emergency generator, fences, landscaping, and driveways. IEC will develop the wellhead facilities construction bid package and staff anticipates selecting a contractor to construct the wellhead facilities in spring 2017. In order to expedite the project moving forward as much as possible, staff is recommending that the Council authorize the City Manager to approve the wellhead facilities construction contract. Once construction is completed, IEC will prepare a Drinking Water Source Assessment to obtain the Drinking Water Permit from the State.

Future Steps

Following the City Council’s adoption of the MND, staff has tentatively scheduled the July 11, 2016 Planning Commission meeting to consider the use permit for the emergency generator, under the Commission’s purview for projects that include hazardous materials (i.e., diesel fuel). Other tentative dates related to the well are provided below.

Tentative schedule to construct the Corp Yard Well	
June 2016	Release well drilling bid package
July 2016	Planning Commission meeting to approve the use permit for the emergency generator
Fall 2016	Select well driller and approve the well drilling contract
Early 2017	Drill the well
Early 2017	Release wellhead facilities bid package
Spring 2017	Select wellhead facilities construction firm and approve the wellhead facilities construction contract
Spring/Summer 2017	Construct wellhead facilities
Summer 2017	Seek State Water Board approval for the Drinking Water Permit

Impact on City Resources

On January 22, 2013, the City Council approved an agreement with IEC to provide engineering consultant services to design and construct the well for \$430,691 plus a 10% contingency of \$43,000. To date, almost \$384,000 has been spent to develop environmental documents, obtain State approval for construction of the well at the Corp Yard, and design the 90% well drilling plans and the 30% wellhead facilities plans. Staff has estimated that, in order to complete the design of the project, an additional \$125,000 is necessary. These additional costs are due to several factors including: an intensive effort working with the State to gain their formal approval to construct a well at the Corp Yard, the incorporation of additional areas of low water use landscaping, and the modification of the existing driveways to improve access for some of the City’s larger vehicles into and out of the Corp Yard. Staff is recommending that the Council amend the



agreement with IEC Corporation to add \$125,000 for additional engineering consultant services.

In addition to consultant costs above, staff estimates that the construction cost to drill the well and construct the wellhead facilities will range between \$1.8 million and \$2.1 million. There are sufficient water capital funds allocated in the Capital Improvement Program to complete this project. There will be ongoing operational and maintenance costs associated with the well once it is constructed. As part of the Water System Master Plan, potential impacts to water maintenance staff resources are being evaluated and will be presented to the City Council in early 2017.

Environmental Review

In order to meet the California Environmental Quality Act (CEQA) for the Corp Yard well, IEC prepared an Initial Study (IS) to support the decision to develop a MND. The Planning Division's project planner and City Attorney conducted an independent review of the draft IS/MND prepared by IEC to ensure that the document was accurate and consistent with the requirements of CEQA. The IS analyzed a number of topics, including aesthetics, agriculture and forestry resources, air quality, biological resources, cultural resources, geology and soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, land use and planning, mineral resources, noise, population and housing, public service, recreation, transportation and traffic, and utilities and service systems.

The IS (see Attachment A) determined that the Corp Yard well, with the implementation of the mitigation measures identified in the IS, would not have a significant effect on the environment and that a MND was appropriate. Specifically, the IS determined that the Corp Yard well would result in the following potentially significant impacts related to biological resources, cultural resources, hazards and hazardous materials, hydrology and water quality, and noise, but that these impacts would be mitigated to a less than significant level through implementation of mitigation measures identified in their respective topic sections in the MND as summarized below.

Biological Resources

Construction and tree removal activities may result in potential impacts to special-status wildlife species including heritage trees and migratory birds. Implementation of pre-construction surveys and avoidance of nests (Mitigation Measures BIO-1 and BIO-2), and compliance with the requirements of the Heritage Tree Removal Permit and associated tree protection measures (BIO-3, BIO-4 and BIO-5) would reduce these impacts to a less-than-significant level.

Cultural Resources

The potential for encountering archaeological or paleontological resources, or human remains during construction is not expected, but the accidental discovery of cultural resources is a possibility. Implementation of procedures to avoid or minimize potential impacts should archaeological or paleontological resources, or human remains be encountered during construction (Mitigation Measures CUL-1 through CUL-4) would minimize any potential impacts to a less-than-significant level.

Hazards and Hazardous Materials

The historic use of the site as the City's Corp Yard could create the potential to encounter hazardous materials during the construction process and could interfere with the orderly evacuation of the facility in the event of an emergency. Implementation of soil monitoring (Mitigation Measure HAZ-1) and the development of an alternate emergency evacuation plan (Mitigation Measure HAZ-2) would reduce these potential impacts to a less-than-significant level.

Hydrology and Water Quality

The potential for accelerated erosion and impacts to water quality during the construction process could result in a significant impact. Implementation of runoff controls (Mitigation Measure WQ-1) would reduce these potential impacts to a less-than-significant level.

Noise

The proposed project could expose sensitive receptors to significant noise impacts from temporary (construction-related) activities. Implementation of noise controls during construction (Mitigation Measures Noise-1 through Noise-5) would reduce any potential noise impacts to a less-than-significant level.

Based upon the mitigation measures contained in the IS/MND, staff prepared a Mitigation Monitoring Program (see Attachment C) to ensure implementation of the required mitigation measures.

State Clearinghouse Process

Staff sent the IS and Notice of Intent to Adopt a Negative Declaration to the State Clearinghouse (SCH # 2016042078) and circulated a Notice of Availability (see Attachment D) to meet the 30-day review and comment period beginning on April 28, 2016 and ending on May 31, 2016. No comments were received during the comment period.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting and mailing a notice (see Attachment C) to all households/businesses within ¼ mile of the project location.

Attachments

- A. IS/MND - Initial Study/Mitigated Negative Declaration
(available at www.menlopark.org/emergencysupplywells, the City Library, and at City Hall)
- B. Project Plans
(available at www.menlopark.org/emergencysupplywells, the City Library, and at City Hall)
- C. Mitigation Monitoring Program
- D. Notice of Availability of the Draft MND

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Mitigation Measures	Timing	Implementing Party	Monitoring Party	
BIOLOGIC RESOURCES				
<i>BIOLOGIC RESOURCE IMPACT: The Project could have substantial adverse effects on candidate, sensitive, or special status species.</i>				
<p>BIO-1: Schedule vegetation removal and construction activities outside nesting season or conduct pre-construction nesting bird surveys if tree removal or other site preparation or construction activities initiate (or reinstate following a hiatus of more than ten days) at any point during the nesting season, between February 1 and August 31. The survey area will encompass all accessible areas within 300 feet of the limits of construction and staging. Inaccessible areas will be surveyed to the extent possible with binoculars. The biologist will report the results of the preconstruction survey directly to the City and designated construction management contact.</p> <p>If an active nest or nests are found, Mitigation Measure BIO-2 will be implemented.</p>	<p>Enter into a contract with qualified wildlife biologist.</p> <p>The survey will be conducted within 2 weeks of the commencement of construction activities.</p>	<p>Prior to site preparation or construction.</p>	<p>Contractor and PW Project Manager</p>	<p>PW Director</p>
<p>BIO-2: Protect Occupied Nests. If active nests are found on or within 300 feet of the construction zone and would be subject to prolonged and potentially disturbing construction noise buffer zones shall be established around the active nests. The size of the buffer zones and types of construction activities restricted within them will be determined by the qualified wildlife biologist taking into account factors such as:</p> <ul style="list-style-type: none"> • Sensitivity of individual nesting species and behaviors of the nesting birds. • Noise and human disturbance levels at the construction site at the time of the survey and the noise and disturbance expected during the construction activity; and • Distance and amount of vegetation or other screening between the construction site and the nest. 	<p>The wildlife biologist will designate the no-disturbance buffer zones around active nests for the duration of the breeding season or until the qualified biologist determines that all young have fledged.</p>	<p>Prior to site preparation or construction.</p>	<p>Contractor and PW Project Manager</p>	<p>PW Director</p>

Mitigation Monitoring Program

Mitigation Measures		Timing	Implementing Party	Monitoring Party
<i>BIOLOGIC RESOURCE IMPACT: The Project could conflict with any local policies or ordinances for tree preservation.</i>				
<p>BIO-3: Implement Arborist-Recommended Tree Protection. Trees within and adjacent to the work and staging areas that are identified as “to remain” will be protected by installing a 6-foot chain link fence. Tree protection will be put in place before construction begins and will remain in place until work is complete and the contractor has demobilized.</p> <ul style="list-style-type: none"> • Where feasible, tree protection fencing will be installed either at the dripline of each protected tree or 1 foot from the trunk for every 1 inch of diameter of the tree, measured at breast height. Where these options are not feasible, tree protection fencing will be installed a minimum of 2 feet from the trunk of each protected tree. • A layer of 6 inches of mulch will be spread around the dripline of each tree. • Low hanging branches will be pruned or removed as directed by the City Arborist to avoid damage by construction equipment. Branches larger than 4 inches in diameter will be reviewed and approved for removal by the City arborist. 	<p>A Tree Protection Plan shall be submitted by the contractor to the City Arborist for review and approval.</p>	<p>Prior to site preparation or construction.</p>	<p>Contractor and PW Project Manager</p>	<p>PW Director</p>
	<p>Incorporate tree protection measures into project construction documents.</p> <p>Implement tree protection measures.</p>	<p>Prior to site preparation or construction near an affected tree.</p>		
<p>BIO-4: Avoid Injury to Tree Roots. Trenching and excavation will be restricted to the area outside the dripline of protected trees (i.e., trees identified as “to remain”) to the maximum extent possible. If excavation within the dripline of a protected tree cannot be avoided, it will be accomplished using hand or compressed air methods only. If a ditching machine or other equipment is being used outside of the dripline of trees and roots smaller than 2 inches in diameter are encountered, the roots will be hand trimmed with clean cuts. If 2-inch or larger roots are encountered, the City arborist will decide whether the Contractor may cut the root or excavate by hand or with compressed air under the root. No change of grades or storing of materials or equipment will be allowed underneath the tree canopy.</p>	<p>Incorporate the requirement for tree protection measures into project construction documents.</p>	<p>Prior to site preparation or construction.</p>	<p>Contractor and PW Project Manager</p>	<p>City Arborist</p>

Mitigation Monitoring Program

Mitigation Measures	Timing	Implementing Party	Monitoring Party
CULTURAL RESOURCES			
<i>CULTURAL RESOURCE IMPACT: The Project could cause a substantial adverse change to archaeological resources.</i>			
<p>CUL-1: Provide Construction Monitoring for Cultural Resources, Evaluate Finds If Any, and Mitigate Potential Disturbance for Identified Significant Resources at the Project Site. The City will retain a qualified professional archaeologist (i.e., one who meets the Secretary of the Interior’s professional qualifications for archaeology) to monitor, Project-related ground-disturbing activities (e.g. grading, excavation, trenching). The extent, timing, and duration of monitoring will be subject to the archaeologist’s professional judgment, based on the site’s identified sensitivity and observations at the site.</p>	<p>Enter into a contract with a qualified archeologist to monitor project-related earth-disturbing activities.</p> <p>Incorporate cultural resource protection measures into project construction documents.</p>	<p>Prior to well drilling, excavation, and grading</p>	<p>Contractor and PW Project Manager</p> <p>PW Director</p>
<p>In the event that any potential prehistoric or historic-period subsurface archaeological features or deposits, including, but not limited to, locally darkened soil (midden) are discovered during demolition/construction-related earth-moving activities the qualified archeologist shall evaluate the materials. If Native American archaeological, ethnographic, or spiritual resources are discovered, all identification and treatment of the resources will be conducted by a qualified archaeologist and Native American representative(s) who are approved by the local Native American community as scholars of the cultural traditions. In the event that no such Native American is available, persons who represent local tribal governments and/or organizations will be consulted. If historic archaeological sites or historic architectural features are involved, all identification and treatment will be carried out by historical archaeologists or architectural historians who meet the Secretary of the Interior’s professional qualifications for archaeology and/or architectural history.</p>	<p>All ground-disturbing activity within 100 feet of the discovery shall be halted immediately. The Public Works and Community Development Departments shall be notified.</p> <p>Consult with the retained archeologist to assess the significance of the find. Impacts on any significant resources shall be mitigated through data recovery or other methods determined by the archeologist.</p>	<p>Within 24 hours of discovery of any cultural resources</p> <p>Following the identification and evaluation of the cultural resource.</p>	<p>Contractor and PW Project Manager</p> <p>PW Project Manager and Qualified archeologist</p> <p>PW Director</p>

Mitigation Monitoring Program

Mitigation Measures		Timing	Implementing Party	Monitoring Party
<i>IMPACT BEING ADDRESSED: The Project could cause a substantial adverse change to paleontological resources.</i>				
<p>CUL-2: Conduct Paleontological Monitoring and Implement Protocol and Procedures for Encountering Paleontological Resources. The City will retain a qualified paleontologist (i.e., one who meets the Society of Vertebrate Paleontology's qualifications for professional paleontologist or California Department of Transportation qualifications for principal paleontologist) to monitor Project-related ground-disturbing activities (e.g. grading, excavation, trenching). Ongoing monitoring will be at the discretion and based on the professional judgment of the paleontologist.</p>	<p>Enter into a contract with a qualified paleontologist to monitor project-related earth-disturbing activities.</p>	<p>Prior to well drilling, excavation, or grading</p>	<p>Contractor and PW Project Manager</p>	<p>PW Director</p>
	<p>Incorporate resource protection measures into project construction documents.</p> <p>Provide training to construction forepersons and field supervisors.</p>		<p>Qualified paleontologist</p>	
<p>In the event of a known or potential fossil find during Project activities, work within 50 feet of the find will halt and the paleontologist, if not already on site, will be notified immediately and will be evaluate the significance of the find as soon as practicable.</p>	<p>All ground-disturbing activity within 50 feet of the discovery shall be halted immediately. The Public Works and Community Development Departments shall be notified.</p>	<p>Within 24 hours of discovery of any paleontological resources</p>	<p>Contractor and PW Project Manager</p>	<p>PW Director</p>
	<p>Consult with the retained archeologist to assess the significance of the find.</p>		<p>Qualified Paleontologist and PW Project Manager</p>	
<p>If the find is determined to be significant and continued complete avoidance is not feasible, the paleontologist will develop and implement an excavation and salvage plan in accordance with Society of Vertebrate paleontology standards.</p>	<p>The paleontologic resources collected will be cleaned, repaired, sorted, and catalogued. Prepared fossils, along with copies of all pertinent field notes, photos, and maps, shall then be deposited in a scientific institution with paleontological collections. A final Paleontological</p>	<p>Following the collection of the paleontological resources</p>	<p>Qualified Paleontologist</p>	

Mitigation Monitoring Program

Mitigation Measures		Timing	Implementing Party	Monitoring Party
	Mitigation Report shall be prepared that outlines the implementation and results of the monitoring/mitigation program will be prepared and submitted to the Public Works Director (or designee).			
<i>CULTURAL RESOURCE IMPACT: The Project could disturb human remains.</i>				
CUL-3: Comply with State Requirements in the Event Human Remains are Discovered. If human remains are discovered, work in the vicinity of the find will cease immediately and the contractor or designated representative will notify the San Mateo County Coroner.	Halt all ground-disturbing activities within 50 feet of the remains and immediately notify the County Coroner.	On-going during construction	Qualified Archeologist and PW Project Manager	PW Director
<p>If the remains are determined to be of Native American origin, the Coroner will then notify the Native American Heritage Commission (NAHC) for identification of the mostly likely descendant. Work in the vicinity of the find will not resume until the most likely descendant has made a recommendation regarding the treatment, or appropriate and dignified disposition, of the remains and any associated grave goods, consistent with all applicable State regulations and City policies, and that recommendation has been implemented.</p> <p>If NAHC is unable to identify a descendant, or the descendant fails to make a recommendation within 48 hours of receiving notification from NAHC, work may resume. The City or a delegated consultant representative will be responsible for following up with the County Coroner and NAHC to ensure that their responsibilities have been discharged.</p>	If remains are determined to be Native American, NAHC guidelines shall be followed and a qualified archaeologist shall determine the Most Likely Descendant.	When remains are identified to be Native American	PW Project Manager	

Mitigation Monitoring Program

Mitigation Measures		Timing	Implementing Party	Monitoring Party
HAZARDS AND HAZARDOUS MATERIALS				
<i>HAZARDOUS MATERIAL IMPACT: The Project could expose people to residual contaminants in soil and/or groundwater.</i>				
<p>HAZ-1: Stop work, evaluate, and implement appropriate measures if previously unidentified hazardous materials are encountered. In the event known or suspected hazardous materials (including common fuels and lubricants) are encountered during site preparation, excavation, or other Project-related activity, work in the vicinity of the find will be suspended until qualified staff (staff meeting the Environmental Professional qualifications in ASTM E1527-13) can assess the nature of the find and Identify appropriate follow-up and protective measures. Work may proceed elsewhere on the site if the discovery is localized. These stipulations will be included in the Project Contract Documents for implementation by Project contractor(s).</p>	<p>Incorporate these requirements into project construction documents.</p>	<p>Prior to the approval of the construction contract</p>	<p>PW Project Manager</p>	<p>PW Director</p>
	<p>City shall retain a qualified person as part of project team.</p>	<p>Prior to project construction</p>	<p>PW Project Manager</p>	
<p>In the event of a find, if the qualified staff/environmental professional consider it warranted, the contractor will be required to conduct a Phase II hazardous materials investigation or appropriate equivalent procedure to identify the nature and extent of contamination and evaluate potential impacts on project construction, human health, and the environment. If necessary, based on the outcomes of the Phase II investigation, Phase III remediation measures consistent with all applicable local, State, and Federal codes and regulations will be implemented. Construction in areas of potential contamination will not resume until remediation is complete. If waste disposal is necessary, materials will be handled and disposed of by a licensed waste-disposal contractor and transported by a licensed hauler to an appropriately licensed and permitted disposal or recycling facility, in accordance with local, State, and Federal requirements. Any subsequent hazardous material investigation reports shall be submitted to the Public Works Director (or designee) for review and concurrence with the proposed recommendations.</p>	<p>Determine the nature and extent of the hazardous materials.</p>	<p>When hazardous materials are encountered</p>	<p>ASTM E1527-13 Qualified staff and PW Project Manager</p>	<p>PW Director</p>
	<p>Comply with recommendations to remediate the potential impacts of the hazardous materials.</p>	<p>Prior to resuming construction activities affected by the hazardous materials</p>	<p>PW Project Manager and Contractor</p>	

Mitigation Monitoring Program

Mitigation Measures		Timing	Implementing Party	Monitoring Party
<i>HAZARDS IMPACT: The Project could impair or physically interfere with an emergency evacuation plan</i>				
HAZ-2: designate alternate emergency evacuation route(s) and assembly location(s) during construction. The City will develop a temporary construction-period plan designating alternate emergency evacuation route(s) and assembly area(s) adequate to accommodate Corp Yard staff. Corp Yard management will be responsible for making employees aware of the temporary change in emergency procedures. The alternate emergency evacuation route(s) shall be reviewed and approved by the Public Works Director.	Prepare an emergency evacuation plan. Conduct a training session for employees who normally work at the Corp Yard.	Prior to project construction	PW Project Superintendent	PW Director
HYDROLOGY AND WATER QUALITY				
<i>WATER QUALITY IMPACT: The Project could result in a violation of water quality standards.</i>				
WQ-1: Require Runoff and Water Quality Control Measures During Drilling and Construction. Project contract documents will require all contractors to implement runoff containment and water quality control measures. Measures will include, but will not necessarily be limited to, precautions such as: containing used drilling mud appropriately through the use of "Baker tanks" or similar, placing sandbags to prevent construction site runoff from entering storm drain inlets, and stabilizing or containing fill and spoils stockpiles.	Incorporate this requirement into project construction documents. Submit grading and erosion control plans for approval to the PW Engineering Division.	Prior to approval of the contract Prior to project construction	PW Project Manager Contractor and PW Project Manager	PW Director
NOISE				
<i>NOISE IMPACT: The Project could result in a substantial temporary or periodic increase in ambient noise levels.</i>				
Noise-1: Provide Advance Notice for Well Drilling and Construction Operations. The City will provide all residents within 300 feet of the Corporation Yard with advance notice of upcoming Project construction activities. Notice will be provided prior to locating the well drilling equipment onsite, and again before construction of above-grade facilities begins. Notice will be provided on the City's website and via postcards and doorhangers.	Provide written notification of the impending construction activities.	Prior to project construction	PW Project Manager	PW Director

Mitigation Monitoring Program

Mitigation Measures		Timing	Implementing Party	Monitoring Party
<p>Noise-2: Provide Construction Hotline Service. The City will provide a Construction Hotline to receive and respond to any inquiries, concerns, or complaints from Project neighbors. Telephone and e-mail contact information for the Construction Hotline will be included in notices and doorhangers distributed in advance of construction mobilization, and will be posted on the Project web page for the duration of construction. The Construction Hotline will be available during regular construction hours, and for the duration of well drilling and development will also be available during nighttime hours.</p> <p>If concerns or complaints are received, Hotline staff will promptly convey the concern to the City's Project Manager and to the Construction Manager, see Mitigation Measure Noise-5.</p>	<p>Include construction hotline phone number and project webpage address on all written notification materials (in Mitigation Measure Noise-1).</p> <p>On a sign posted on the exterior of the Corp Yard facility provide the construction hotline phone number and project webpage address.</p>	<p>Prior to providing written notice of project construction</p> <p>Prior to project construction</p>	PW Project Manager	PW Director
<p>Noise-3: Require noise barrier during well drilling. The Project Contract Documents will include provisions to require the contractor to erect a noise attenuation barrier during well drilling and construction. The barrier will enclose the active work site on four sides but will be configured to allow efficient access for drilling personnel. The barrier will be configured to protect residences, the SRI campus, and Corporation Yard staff from disturbance; for greatest effectiveness, barrier placement will be designed by an acoustical engineer in cooperation with the well drilling contractor.</p>	<p>Submit an acoustical analysis verifying the design of the noise barrier.</p> <p>Install the approved noise barrier.</p>	<p>With the application for a building permit.</p> <p>Prior to the mobilization of well drilling equipment on site.</p>	Contractor and PW Project Manager	PW Director

Mitigation Monitoring Program

Mitigation Measures		Timing	Implementing Party	Monitoring Party
<p>Noise-4: Require Augmented Construction Noise Control. The Project Contract Documents will include Special Provisions for noise control during both phases of Project construction. The Special Provisions will stipulate the following requirements.</p> <ul style="list-style-type: none"> • All construction equipment and vehicles will have manufacturer’s standard noise control devices, or an equally effective alternative. • Construction equipment and vehicles that require back-up alarms will be equipped with ambient-sensitive backup alarms. • “Quiet” generators not to exceed 105 dBA sound power level or a sound pressure level of 70 dBA at 50 feet. • “Silenced” air compressors not to exceed 105 dBA sound power level or a sound pressure level of 70 dBA at 50 feet. • Use of jake brakes are prohibited. 	Incorporate these requirements into project construction documents.	Prior to approval of the construction contract	PW Project Manager	PW Director
<p>Noise-5: Implement Additional Measures to Respond to Noise Complaints. If determined to be necessary by the Project Manager or Construction Manager, the City will implement additional measures will be implemented in response to noise complaints, including but not limited to the following.</p> <ul style="list-style-type: none"> • Placement of an additional 12 – 16-foot-high barrier at the southwest corner of the drilling work site to provide additional shielding for the Corp Yard shop/work area. • Sound enclosures or partial barriers to shield smaller, portable equipment as needed. • Additional work hour and/or equipment use restrictions. 	Identify additional noise control measures to address noise complaints or violation of construction noise limitations.	As needed	PW Project Manager	PW Director

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**NOTICE OF AVAILABILITY OF THE
DRAFT MITIGATED NEGATIVE DECLARATION
FOR THE CITY OF MENLO PARK CITY COUNCIL**

NOTICE IS HEREBY GIVEN that the City Council of the City of Menlo Park, California is scheduled to review the following item:

**Corporation Yard, Emergency Back-up Water Supply Well No. 1,
333 Burgess Drive:**

- 1) Approve the Emergency Back-up Water Supply Well No. 1 Project; and
- 2) Adopt the Mitigated Negative Declaration.

The Mitigated Negative Declaration (MND) prepared for the project identified less than significant impacts for aesthetics, agriculture and forestry resources, air quality, geology and soils, greenhouse gas emissions, land use and planning, mineral resources, population and housing, public service, recreation, transportation and traffic, and utilities and service systems. The MND identified potentially significant construction-related environmental effects that can be mitigated to a less than significant level in the following categories: biological resources, cultural resources, hydrology and water quality, hazards and hazardous materials, and noise. The California Environmental Quality Act (CEQA) requires this notice to disclose whether any listed hazardous waste sites are present at the location. The project location does contain a hazardous waste site included in a list prepared under Section 65962.5 of the Government Code. The Hazardous Materials section of the MND discusses this topic in more detail.

Copies of the MND will be on file for review at the City Library and Community Development Department, located at the Civic Center, 701 Laurel Street, Menlo Park, CA 94025, as well as on the City's website at: www.menlopark.org/emergencysupplywells. The review period for the MND has been set from **Wednesday, April 20, 2016 through Monday, May 30, 2016**. Written comments should be submitted to the Community Development Department no later than 5:30 p.m., Monday, May 30, 2016.

NOTICE IS HEREBY FURTHER GIVEN that the City Council will consider this item in the Council Chambers of the City of Menlo Park, located at 701 Laurel Street, Menlo Park, California, on **Tuesday, June 7, 2016 at 7:00 p.m.** or as near as possible thereafter, at which time and place interested persons may appear and be heard thereon. If you challenge this item in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park during the public review period for the MND at, or prior to, the meeting.

Documents related to these items may be inspected by the public on weekdays between the hours of 7:30 a.m. and 5:30 p.m. Monday through Thursday and 8:00 a.m. to 5:00 p.m. on Friday, with alternate Fridays closed, at the Community Development Department, 701 Laurel Street, Menlo Park as well as during regular business hours at the Menlo Park Library, 800 Alma Street, Menlo Park.

Please call David Hogan, Project Planner, if there are any questions or comments on this item, at 650-330-6728 or by e-mail at dwhogan@menlopark.org.

Si usted necesita más información sobre este proyecto, por favor llame al 650-330-6702, y pregunte por un asistente que hable español.

If there are any questions, please call the Planning Division at (650) 330-6702.

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IMPORTANT NOTICE

CITY OF MENLO PARK
PLANNING DIVISION
701 LAUREL STREET
MENLO PARK, CA 94025



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