

December 18, 2018

Mr. Scott Page  
Principal  
**INTERFACE STUDIO**  
340 North 12<sup>th</sup> Street #419  
Philadelphia, PA 19107

**RE: PREPARATION OF A GREENHOUSE GAS INVENTORY FOR CULVER CITY**

Dear Mr. Page,

On behalf of Michael Baker International, I appreciate the opportunity to submit this proposal to undertake the preparation of a greenhouse gas (GHG) inventory for the City of Culver City, California (City). Michael Baker is well qualified to prepare these evaluations. The scope of work, assumptions, and approach outlined in this proposal are based on our communications and the information included via e-mail correspondence provided on December 13, 2018.

Our expertise, responsiveness, in-house resources and multi-disciplinary capabilities enables Michael Baker to provide superior professional consulting services. With over 70 years of public and private sector experience, Michael Baker is respected and recognized in the profession of consulting planning, environmental, and engineering services throughout the state of California. We believe our ability to implement projects successfully is a direct result of this top-level involvement and is indicative of our commitment to a project and to our clients.

**PROJECT OVERVIEW AND UNDERSTANDING**

Michael Baker understands that the City would like to prepare a GHG inventory for community-wide sources, sectors, and municipal operations in cooperation with the City's General Plan Update.

**PROJECT APPROACH**

Based on direction from the City, and conveyed to Michael Baker by you, this scope of work outlines the work that we will undertake to prepare an inventory GHG emissions (i.e., nitrous oxide, methane, and carbon dioxide) from direct and indirect sources for community-wide sources, sectors, and municipal operations. The inventories will be compiled for both existing conditions and the General Plan buildout year.

***Task 1 – Greenhouse Gas Inventory and Projections***

Michael Baker will follow the approach described in the California Air Resources Board's (CARB's) *Local Government Operations Protocol for the Quantification and Reporting of Greenhouse Gas Emissions Inventories* (May 2010) and other State of California-approved tools

and methodologies to prepare the municipal and community inventories of GHG emissions (i.e., nitrous oxide, methane, and carbon dioxide) from both direct and indirect sources in Culver City. The inventories will be compiled for both existing conditions and the General Plan buildout year. GHG emissions quantification will be based on land use and transportation data currently being compiled for the General Plan Update. The currently compiled data may need to be supplemented to include municipal energy consumption and City-wide vehicle miles traveled (VMT). The inventories will be primarily derived from existing and projected land use inventories that will be provided by Interface Studio and the City. The basis of the mobile source GHG emissions will be based on VMT data and municipal fleet vehicle information provided by the traffic consultant and/or the City. Emissions reductions from City-sponsored programs, initiatives, and other policies for the purpose of reducing GHG emissions will also be accounted for in the GHG inventory.

This scope assumes the City's energy-related GHG emissions for existing and the General Plan buildout year will be provided by Southern California Edison (SCE) and will be incorporated into the GHG inventory. Upon review of SCE's energy-related GHG emissions calculations, modifications to the GHG inventory will be made, if necessary, for consistency purposes.

### **ASSUMPTIONS**

1. The City shall provide Michael Baker with baseline land use data in tabulated and GIS format.
2. This scope assumes that the traffic modeling consultant will provide an inventory of the City-generated vehicle miles traveled (VMT) for both existing conditions and the General Plan buildout year.
3. Michael Baker will be provided City municipal fleet mix data for existing and General Plan buildout conditions.
4. The City will provide Michael Baker with a listing/description of current City water/energy conservation programs, and other GHG emissions reductions programs.
5. Michael Baker will utilize the applicable policies prepared for the General Plan Update as GHG reduction strategies/measures to calculate reductions for the future buildout year in the GHG inventory.
6. Michael will address one consolidated set of comments on the Draft GHG inventory. Additional comments can be addressed on a time and materials basis.

On behalf of the entire Michael Baker team, we thank you for this opportunity. Please contact Ryan Chiene at 949.855.7033/[ryan.chiene@mbakerintl.com](mailto:ryan.chiene@mbakerintl.com) should you desire additional information. As always, we will continue to work hard to maintain your trust and confidence.

Sincerely,



Ryan Chiene  
Air Quality and Noise Specialist

**PRELIMINARY SCHEDULE**

The GHG inventory schedule will be incorporated into the General Plan Update schedule and Michael Baker will provide a follow up date certain timeline.

**FEE**

<b>TASK 1 – GREENHOUSE GAS INVENTORY AND PROJECTIONS:</b>	<b>\$14,640</b>
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