

Meeting Date: 9/24/2013

Report Type: Consent

Report ID: 2013-00690

Title: Supplemental Agreement: Larry Walker Associates for FY2013/14 Stormwater Monitoring Services (I14010200)

Location: Citywide

Issue: This supplemental agreement is needed for continued services to maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit stormwater monitoring requirements.

Recommendation: Pass a Motion authorizing the City Manager or the City Manager's designee to execute Supplemental Agreement No. 2 to City Agreement No. 2011-1218 with Larry Walker Associates, Inc., to provide Stormwater Monitoring Services for FY2013/2014, for an amount not to exceed \$631,956.

Contact: Bill Busath, Engineering Services Manager, (916) 808-1434; Sherill Huun, Supervising Engineer, (916) 808-1455, Department of Utilities

Presenter: None

Department: Department Of Utilities

Division: Environmental & Regulatory Com

Dept ID: 14001331

Attachments:

- 1-Description/Analysis
- 2-Background
- 3-Agreement

City Attorney Review

Approved as to Form
Joe Robinson
9/17/2013 6:21:11 PM

City Treasurer Review

Reviewed for Impact on Cash and Debt
John Colville
9/4/2013 8:07:48 AM

Approvals/Acknowledgements

Department Director or Designee: Dave Brent - 9/16/2013 9:03:36 AM

Description/Analysis

Issue Detail: In accordance with the National Pollutant Discharge Elimination System (NPDES) Stormwater Permit for the Sacramento County urban area, the City and its partners in the Sacramento Stormwater Quality Partnership (SSQP) are required to conduct a stormwater monitoring program. Larry Walker Associates, Inc. (LWA) was selected to provide various required stormwater monitoring services for up to three years through a Request for Qualifications process conducted in May 2011. This report recommends approval of the second supplemental agreement with LWA to provide monitoring services for the last of the three monitoring seasons.

Policy Considerations: The NPDES Stormwater Monitoring Program is a federally mandated program. Implementation of the 2013/2014 Stormwater Monitoring Program supports the following environmental resources goals and policies of the City's 2030 General Plan:

1. Protect local watersheds, water bodies and groundwater resources, including creeks, reservoirs, the Sacramento and American rivers, and their shorelines; and
2. The City shall control sources of pollutants and improve and maintain urban runoff water quality through storm water protection measures consistent with the City's NPDES permit.

Economic Impacts: None

Environmental Considerations: The Community Development Department, Environmental Services Manager has reviewed the project and has determined that the proposed project is exempt from the California Environmental Quality Act (CEQA) under section 15061(b)(3) of the CEQA Guidelines. The activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

Sustainability: The Stormwater NPDES permit requires implementation of the Stormwater Monitoring Program and the reduction of pollutants conveyed by stormwater runoff. The Stormwater Monitoring Program provides the data needed to develop pollution reduction programs. Completion of the tasks in this supplemental agreement is consistent with the City Sustainability Master Plan. These activities advance the Sustainability Master Plan goals to:

1. Reduce the use of pesticides and other toxic materials;
2. Protect and restore the City's urban creek system; and
3. Conserve the use and protect the sources of water.

Commission/Committee Action: Not applicable

Rationale for Recommendation: Approval of this supplemental agreement is recommended to continue professional services needed to comply with the requirements in the Stormwater NPDES permit.

Financial Considerations: The cost of the supplemental agreement will be shared by the Permittees pursuant to the terms of a master Memorandum of Understanding (MOU), approved by the City Council at the July 31, 2012 Council meeting (City Resolution No. 2012-279). The cost for this supplemental agreement is not-to-exceed \$631,956, which includes the partners’ cost share in the amount of \$396,889 (Fund 6211) and the City’s cost share of \$235,067 (Fund 6011), which includes cost shared services in the amount of \$198,147, and \$36,920 for City-only services. The Multi-Year Operating Project, FY10-FY14 NPDES Program (I14010200, Storm Drainage Fund 6011) has sufficient funding for the City’s share of the costs and for the reimbursement (Fund 6211) from the partner agencies (County of Sacramento and the cities of Citrus Heights, Elk Grove, Folsom, Galt, and Rancho Cordova) for their cost share amount.

The following table summarizes the costs for the City and cost share partners.

Agency	Project	Fund	Multi-Year Operating Project (MYOP)	Total
City of Sacramento	FY10-FY14 NPDES Stormwater Program	6011	I14010200	\$ 235,067
Cost Share Partners	FY10-FY14 NPDES Stormwater Program	6211	I14010200	\$ 396,889
Total				\$ 631,956

Emerging Small Business Development (ESBD): Larry Walker Associates is not City certified as an Emerging or Small Business Enterprise.

Background

In September 2008, the Regional Water Quality Control Board - Central Valley Region reissued a National Pollutant Discharge Elimination System permit (Permit No. CAS082597) to the County of Sacramento and the cities of Sacramento, Citrus Heights, Elk Grove, Folsom, Galt, and Rancho Cordova (Permittees) regulating the discharge of stormwater into local water bodies. The permit requires implementation of programs to reduce the pollution conveyed by stormwater runoff into local water bodies and requires implementation of a stormwater monitoring program.

The City is administering the contract for these services on behalf of the Permittees, and will receive reimbursement for the cost share of the other Permittees. The costs for implementing some of these programs are shared by the Permittees, as described in a master Memorandum of Understanding (MOU) approved by the City Council in 2012 (City Agreement No. 2012-279). The MOU includes administrative procedures for sharing of work products and apportionment of program costs, including monitoring activities.

A significant portion of the Stormwater Monitoring Program is accomplished through annual professional services agreements. These services include development of sampling plans, field sampling, technical assistance, laboratory analyses, and preparation of reports.

The City, on behalf of the Permittees, conducted a Request for Qualifications (RFQ) process in May 2011. The RFQ included various permit required monitoring tasks to be performed over a period of up to three years, including FY2011/2012, FY2012/2013, and FY2013/2014. Statements of Qualifications were submitted by Applied Engineering and Geology, Inc., Analytical Environmental Services, Apex Envirotech, Inc., Larry Walker Associates, Inc., WGR Southwest, Inc., and WorleyParsons Resources & Energy. An evaluation panel consisting of City and other Permittee staff selected Larry Walker Associates, Inc. as the top ranked firm to provide the requested services.

The original FY2011/2012 stormwater monitoring services contract included work for one monitoring season, with a potential maximum of two successive one-year extensions upon the approval of supplemental agreements specifying the scope of services and payment provisions for such extended terms. The FY2013/2014 stormwater monitoring services supplemental agreement provides services for the last of the three years authorized by the original agreement.

The FY2013/2014 supplemental agreement includes services for coordination of stormwater sampling activities, sampling of water quality within creeks, Delta methylmercury total maximum daily load (TMDL) support, program effectiveness assessments, data analysis, regulatory reporting, and Permit renewal assistance. The scope also contains a City-only task for services as needed, including monitoring and water quality regulatory compliance support.

The cost of the FY 2013/2014 supplemental agreement will be shared by the City and the Permittees according to the MOU as follows:

Permittees Cost Sharing	%	Amount
City of Sacramento	33.3	\$198,147.00
County of Sacramento	38.4	\$228,493.82
City of Citrus Heights	5.9	\$ 35,107.12
City of Elk Grove	10.9	\$ 64,858.92
City of Folsom	5.2	\$ 30,941.87
City of Galt	1.7	\$ 10,115.61
City of Rancho Cordova	4.6	\$ 27,371.66
Total	100	\$595,036.00
City of Sacramento Only		\$ 36,920.00
Total		\$631,956.00

SUPPLEMENTAL AGREEMENT
Engineering Services Division

Project Title and Job Number: Stormwater Monitoring Services (I14010200/I14010201)
Date: 08/23/2013
Purchase Order #:0000016174

Supplemental Agreement No: 2

The City of Sacramento ("City") and Larry Walker Associates ("Contractor"), as parties to that certain Professional Services Agreement designated as Agreement Number CA2011-1218, including any and all prior supplemental agreements modifying said agreement (said agreement and supplemental agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

- 1. Exhibit A of the Agreement is amended as follows,
a. Exhibit A, Section 1, the City Representative is changed:

The new City Representative is:

Dalia Fadl
Senior Engineer
1395 35th Ave
Sacramento, CA 95822
Phone:(916) 808-1449
Fax:(916) 808-1497
Email: dfadl@cityofsacramento.org

- b. The scope of services specified in Exhibit A of the Agreement is amended as follows:

This supplemental agreement adds FY2013/2014 services to the agreement. Contractor shall perform the work and services specified in "Attachment 2 to Exhibit A", which is attached hereto and incorporated herein by this reference.

- 2. The Budget for performance of the 2013/2014 stormwater monitoring services is set forth in "Attachment 2 to Exhibit B", attached hereto and incorporated herein by this reference.
3. In consideration of the additional and/or revised services described in Section 1 above, the maximum not-to-exceed amount that is specified in Exhibit B of the Agreement for payment of Contractor's fees and expenses, is increased by \$631,956, and said maximum not-to-exceed amount is amended as follows:

Table with 2 columns: Description and Amount. Rows include Agreement's original not-to-exceed amount (\$815,863), Net change by previous supplemental agreement (\$858,159), Not-to-exceed amount prior to this supplemental agreement (\$1,674,022), Increase by this supplemental agreement (\$631,956), and New not-to-exceed amount including all supplemental agreements (\$2,305,978).

- 4. Contractor agrees that the amount of increase in the not-to-exceed amount specified in Section 3 above, and the rates specified in Section 2 above, shall constitute full compensation for the additional and/or revised services specified in Section 1, above, and shall fully compensate Contractor for any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, including costs associated with any changes and/or delays in work schedules or in the performance of other services or work by Contractor.
5. Contractor warrants and represents that the person or persons executing this supplemental agreement on behalf of Contractor has or have been duly authorized by Contractor to sign this supplemental agreement and bind Contractor to the terms thereof.
6. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Contractor shall perform all of the services, duties, obligations, and conditions required under the Agreement, as supplemented and modified by this supplemental agreement.

Approval Recommended by:

Approved as to Form By:

Project Manager

City Attorney

Approved By:

Contractor

Approved By:

City of Sacramento

Attested to By:

CityClerk

Attachment 2 to Exhibit A

CONTRACTOR SCOPE OF SERVICES

Sacramento Stormwater Monitoring Program, 2013-14

This Scope of Work describes the consulting services to be provided by Larry Walker Associates, Inc. (LWA) and its subcontractors (collectively, “Consulting Team”) to the Sacramento Stormwater Quality Partnership (Partnership) during the 2013-14 contract year, under the terms of LWA’s Stormwater Monitoring Program contract with the City of Sacramento Department of Utilities.

TASK 1. MONITORING MANAGEMENT

This task involves all work related to monitoring activity coordination, including sampling and analysis plans (SAP’s) preparation, pre-season equipment preparation, weather forecasting, Coordinated Monitoring Program (CMP) coordination, and Partnership status updating following monitoring mobilization efforts related to this contract. These activities provide general monitoring support for all of the monitoring activities. Specific monitoring tasks are included under in this Scope of Services to cover the individual study monitoring and reporting tasks.

Task Deliverables	Target Submittal Date
Urban Tributary Sampling and Analysis Plan	October 1, 2013
CMP Coordination Plan	October 1, 2013
Daily Weather Forecast	Weekdays October 1, 2013 through April 30, 2014
Event Summary Email	Within 2 business days of end of sampling event
Laboratory Assessment Memorandum	August 15, 2014
Data Quality Evaluation Plan Update	August 15, 2014

Subtask 1.1 Preseason Preparations

Preseason preparations include specific maintenance, planning, and training tasks that occur prior to active monitoring.

Sampling Plan Preparation and Field Crew Training

Consulting Team will update the 2013-14 monitoring year urban runoff discharge and urban tributary sampling and analysis plans and the Coordinated Monitoring Program (CMP) river sampling coordination plan. These documents will specify sampling locations, analytical constituents, laboratories, bottle and equipment cleaning procedures, QC rotation schedule and communication plan. The urban tributary SAP will include field procedures for dry and wet weather monitoring. Analytical constituents and associated sample collection procedures will conform to the requirements of the NPDES Permit, in particular the schedules for monitoring of constituents listed in the NPDES Permit MRP, Table B and include pyrethroids in the water column samples. Consulting Team shall identify and secure the services of qualified laboratories to perform all sample analyses specified in the SAP, and assign qualified consulting team staff to perform all required monitoring functions.

Consulting Team will review laboratory performance and compliance with reporting limitation requirements in Table B of the permit and provide recommendations for a primary and secondary laboratory. The memorandum will compare reporting limitations, turnaround time, historical performance and logistics of potential contract laboratories. Consulting Team will plan, arrange and conduct a two hour training session for Partnership and Consulting Team field personnel, covering clean sampling techniques and the procedures outlined in the urban tributary monitoring SAP and the urban runoff discharge characterization SAP. Consulting Team will update the Data Quality Evaluation Plan as part of the SAP preparation and laboratory evaluation work.

Urban Runoff Discharge Characterization Station Preparations

Sample collection at the urban runoff discharge stations is not required in the NPDES permit and is not included in this scope of services.

Urban Tributary Station Preparations

The urban tributary locations are generally “manually” sampled using one-time grab samples or composites of manually collected aliquots. Consulting Team will procure and deploy all equipment, materials, and supplies necessary to perform the urban tributary monitoring activities specified in the SAP. Testing and calibration of field equipment will be performed as needed. Consulting Team will install continuous data collection probes at the Willow Creek and Laguna Creek (2) locations that measure turbidity, temperature, pH, and specific conductance. Dissolved oxygen probes may also be installed at Laguna Creek.

Subtask 1.2 Pre-storm Activities

Pre-storm activities refer to the tasks performed by Consulting Team immediately before a targeted storm event. These activities include procuring and mobilizing sampling equipment, reviewing updated weather forecast information, and coordinating field-staffing logistics.

Equipment Preparation

Consulting Team will prepare and mobilize all necessary equipment to complete monitoring activities including pump tubing, sample bottles, portable pumps, field meters, coolers, ice, etc. Equipment that comes in direct contact with sample will be laboratory-cleaned according to the Partnership protocols.

Weather Tracking

This sub-task involves all work related to providing weather updates to the Partnership with daily written forecasts during the business week and unlimited 24-hour, 7-day per week phone consultation, on request. A specialized weather forecasting consulting firm will be contracted to provide primary forecasting services. Consulting Team will provide forecast information in the form of daily weekday written forecasts and business hour phone communication or pre-arranged after-hour support. As candidate storm events are identified, Consulting Team will notify field crews and consult the Partnership as necessary.

Study Coordination

Consulting Team will maintain contact with all key field staff for each study including the CMP river monitoring crew and the Citrus Heights LID Proposition 84 Grant Study. Field crews will be updated, as necessary, according to the Partnership “storm action levels” which specify readiness and mobilization status. Consulting Team will present monitoring options to the Partnership with regard to storm selection and event timing as forecasts develop. The Partnership “storm contact” will provide feedback on whether to mobilize for a storm event or in scheduling dry weather events.

Consulting Team will assist in the activities of the CMP to provide support for collection of American and Sacramento River samples during up to three wet weather monitoring events and one dry weather event. Consulting Team will confirm that sample analysis includes Table B of the Monitoring and Reporting Program (MRP). CMP staff will collect river samples. If requested, Consulting Team will make all necessary arrangements to ensure that such samples are collected by CMP staff, including labeling and delivering sample bottles, preparing chain of custody forms, and ensuring sample delivery to the analytical laboratories. CMP analytical costs are not included in this agreement, and will be billed directly to the Partnership by the CMP. Urban tributary and river sampling will be coordinated to the extent possible.

Subtask 1.3 Storm Activities

This subtask involves the general oversight and coordination by the “monitoring manager” during the storm event of all field activities for urban tributary and CMP river monitoring. Consulting Team monitoring manager will remain available by phone throughout the entirety of the sampling event to coordinate weather forecast reporting, field condition evaluation, storm progress tracking, sample pick-up, staffing, and equipment troubleshooting, as well as providing essential mobilization and tracking duties. It may also be necessary for the monitoring manager to mobilize to the field for final site visits at the end of the monitoring event.

Subtask 1.4 Post-storm Activities

This subtask cover activities following the completion of sampling related to preparation of storm composites, sample shipment, coordination with laboratories, and monitoring activity summary e-mails.

Sample Disposition

At the conclusion of each monitoring event for each of the studies, Consulting Team will deliver the urban tributary samples from the field stations to the staging area. All samples will be promptly packed and delivered to the analytical laboratories. Consulting Team will prepare chain of custody documentation to accompany the samples from staging area to laboratory. Consulting Team will pay for commercial delivery services as needed.

Oversee Laboratory Activities

Laboratories shall be instructed to batch Sacramento stormwater samples separately, or exclusively with samples of a compatible matrix, to minimize analytical interferences from other sources.

Laboratory turn-around times shall be 30 days from receipt of samples. Laboratories shall be requested to output analytical data into spreadsheet files in the format established for the Sacramento Stormwater Monitoring Database, and provide them to the Consulting Team along with hard copy lab reports.

Consulting Team shall conduct follow-up communications with analytical laboratories as needed, to confirm laboratory receipt of samples, verify laboratory instructions for sample preparation and analysis, and assist laboratory personnel with other questions or issues as they arise.

Summary E-mail Notification

This subtask involves distribution of status e-mails following any mobilization effort and event summary memoranda following successfully captured monitoring events. The post event status email will be sent to the Partnership within 48 hours of the completion of any mobilization effort whether it results in a successfully captured event or a false start. The e-mails will provide a brief summary of the forecast, decision-to-mobilize discussion, monitoring activities, problems encountered, rainfall totals, and any recommendations for future events.

TASK 2. MONITORING PROGRAM EVALUATIONS AND MODIFICATIONS

This task relates to evaluation of monitoring equipment at North Natomas Basin No. 4, Sump 111 and Strong Ranch Slough as well as overall technical evaluation of proposed monitoring programs for the NPDES permit renewal. The March 2013 Report of Waste Discharge described a new monitoring approach that relied on remote sensor data and limited sample collection. The equipment at each of the historical (or new) sites may require modifications to improve sample collection and match monitoring requirements in the expected new NPDES permit. The following deliverables are expected, contingent on NPDES permit renewal conditions:

Task Deliverables	Target Submittal Date
Technical Memorandum recommending station modifications and cost estimates	April 15, 2014 or sixty days from permit renewal effective date

Subtask 2.1 Additional Data Evaluations for New Permit

Consulting Team will provide as-needed data assessments for the monitoring data collected over the history of the program to support the permit renewal, TMDLs, and other reporting. This includes but is not limited to recalculation of loadings and development of surrogate relationships for urban runoff data and indicator constituents (e.g., turbidity, optical properties, pH, electrical conductance, etc.), assessment of hydromodification monitoring, and support of Watershed Treatment Model (WTM). Tasks may also include historical database consistency assessments and data sharing tool development.

Subtask 2.2 Station Evaluation and Recommendations

This subtask involves assessments and planning for sample collection equipment at North Natomas Basin No. 4, Sump 111, Strong Ranch Slough, Arcade Creek at Watt, Willow Creek at Blue Ravine, Laguna Creek at Highway 99, and other locations identified in the NPDES permit renewal. Consulting Team will develop sample collection strategies for the anticipated stations and requirements in the forthcoming NPDES permit renewal and Partnership goals. Consulting Team will then develop site specific equipment recommendations to optimize existing facilities.

Recommendations will include cost estimates for materials and installation. The objective of this subtask is to prepare cost estimates and strategies for compliance with the new NPDES permit.

Subtask 2.3 Stormwater Quality Improvement Plan Monitoring Updates

Consulting Team will assist Partnership in revision to the Stormwater Quality Improvement Plan monitoring and target pollutant sections based on new NPDES permit requirements. Consulting team will draft edits based on input from the Partnership and circulate them for review. With available funds and approval from Partnership, Consulting Team may develop data and reporting tools for consistency with the new permit.

TASK 3. URBAN TRIBUTARY MONITORING

This task relates to monitoring activities on Willow Creek in Folsom, Arcade Creek, and Laguna Creek, including the upper Laguna Creek special characterization study location, as required by the Sacramento Stormwater NPDES Permit (MRP section II.B-2, Urban Tributary Monitoring). Additional samples may be collected to develop surrogate relationships for key constituents such as methylmercury, bacteria, pesticides, TSS, PAHS, and metals.

Task Deliverables	Target Submittal Date
Urban Tributary Annual Data Report - DRAFT	July 21, 2014
Urban Tributary Annual Data Report - FINAL	Within two weeks of submittal of all Partnership comments

Subtask 3.1 Monitoring

Urban tributary monitoring includes water quality studies of three long-term urban tributary monitoring stations and a baseline study location at the lower reach of the Upper Laguna Creek watershed. Sediment sample collection is not required by the NPDES permit in 2013-2014.

Consulting Team will collect samples from Arcade Creek at Watt Avenue (Sacramento), Laguna Creek at Stockton Boulevard and at Waterman/Bond Road (Sacramento), and Willow Creek at Blue Ravine Road (Folsom), during three wet weather events and one dry weather event between October 1, 2013 and June 30, 2014. Consulting Team will target the first event of the wet season forecasted with a minimum 0.33” of rain during a 24-hour period and a minimum 50% probability of precipitation. These mobilization criteria may be modified with Partnership approval.

Consulting Team will collect all samples as grab samples during the 2013-14 year. Samples will be collected at mid-depth, mid-stream locations (where feasible), and timed to be as near the peak of the hydrograph as possible during wet weather events.

Consulting Team will install continuous depth, pH, turbidity, and temperature probes at the Willow Creek and Laguna Creek (2) locations to assist with monitoring mobilization and characterizing the representativeness of any grab samples. The continuous probes will be installed in October and maintained through the last monitored storm event or longer, depending on direction from the Partnership.

False Starts

In the event that a storm is selected for monitoring and sample collection activities commence, but the storm does not or is not projected to produce sufficient rainfall within a reasonable period to produce adequate runoff to perform sampling, field crews will be demobilized and the event will be considered a false start. Labor hours and other direct costs are budgeted for two false starts.

Blackout periods

Monitoring will not be required under this Scope of Work during the following period (all dates inclusive): November 21, 2013 – November 25, 2013 and December 24, 2013 – January 2, 2014; and other periods to be determined jointly by Consulting Team and Partnership during the course of the wet weather monitoring season. The monitoring task manager will notify Partnership contacts and field crews in advance of these blackout dates.

Subtask 3.2 Reporting

Consulting Team will prepare a report summarizing field activities and the reported data for the urban tributary efforts described in subtask 3.1.

Consulting Team will check all lab data reports to verify that all requested analyses were completed and that all requested results were reported (including laboratory internal QA/QC results), and that specifications for holding times, analytical methods, and reporting limits were met by the laboratories. Consulting Team will contact laboratory personnel to request that they correct errors, provide missing information, or rerun sample analyses as needed. The designated agency contacts will be copied on all formal memoranda sent to analytical labs.

Consulting Team will conduct a comprehensive evaluation of all QA/QC data produced by the analytical laboratories, apply the QA/QC results to the environmental sample data, and qualify any data which do not meet data quality objectives, according to protocols established in the most recent Partnership Data Quality Evaluation Plan (DQEP).

Draft and Final Urban Tributary Monitoring Report

Consulting Team will prepare a draft urban tributary monitoring report containing the results of all monitoring events, including a description of monitoring field activities, rainfall/runoff measurements during the monitoring events, antecedent precipitation conditions, analytical results, and the full documentation of the data evaluation according to the DQEP. Consulting Team will advise the Partnership on the most efficient approach in preparing the data analyses to reduce duplication of effort and unnecessary work. Consulting Team will deliver draft report to Partnership by July 21, 2014 in electronic format (Microsoft Word and PDF format) for review and comment.

Consulting Team will respond to Partnership review comments on the draft report, incorporate changes where necessary, and deliver an electronic copy of the final report within three weeks of receipt of Partnership comments.

As part of the report, the Consulting Team will prepare a draft field activities and data reporting memorandum or report that summarizes the baseline upper Laguna Creek watershed activities performed by the Consulting Team, data quality review, final data with qualification, data plots of calibrated continuous sensor data, problems and their resolution, survey data, pebble count

data collected, and recommendations for future sampling efforts. The draft memorandum will be submitted electronically to the Partnership and other parties designated by the Partnership.

TASK 4. DELTA METHYLMERCURY SUPPORT

The Partnership is currently participating in Phase 1 of the Delta Methylmercury Total Maximum Daily Load (TMDL) implementation. The TMDL includes a wasteload allocation for methylmercury for the land area within the legal definition of the Delta. The Partnership and Consulting Team developed and submitted a Work Plan in April 2013 to address the TMDL Control Study requirement. That Work Plan includes the evaluation of a grant funded low impact development (LID) retrofit/redevelopment in Citrus Heights. Citrus Heights is the grant-holder and will select a team under separate contract to perform sampling of the pre-development and post-development installation. Consulting Team will provide coordination assistance with the City, Partnership, and the selected sampling consultant(s). The anticipated schedule of deliverables is shown below:

Task Deliverables	Target Submittal Date
Updated Control Study Work Plan	One month from receipt of all comments

Subtask 4.1 Revise Work Plan

Consulting Team will prepare revisions to the April 2013 Work Plan based on comments by the TMDL Technical Advisory Committee (TAC), the Regional Board, and the Partnership. It is expected that changes will not be significant. This revised Work Plan can be used by the selected sampling team or incorporated into the Citrus Heights sampling documents to ensure completion of the TMDL Control Study.

Subtask 4.2 Coordination with Citrus Heights Grant Manager

Consulting Team will coordinate Partnership activities with the Grant Manager and sampling consulting team, including but not limited to project planning and implementation to ensure consistency with the TMDL Work Plan, project status meetings, results review and interpretation, equipment performance, construction activity schedule and timing, site security, and site access.

TASK 5. PROGRAM EFFECTIVENESS ASSESSMENT

Consulting Team will assist the Partnership with assessing effectiveness of their monitoring and target pollutant programs through the update and implementation of a watershed pollutant removal spreadsheet. Consulting Team will also assist in effectiveness evaluation as part of the Annual Monitoring Report assistance.

When requested, Consulting Team will assist the Partnership in facilitation of the Target Pollutant program, including convening Partnership work groups to review and update target pollutant strategies, preparing the Target Pollutant section of the annual report and other related tasks. Consulting Team will provide as needed technical assistance for effectiveness evaluation including updates project or target pollutant work plans, program effectiveness assessments and longer-term planning and technical coordination with other Program elements.

Task Deliverables	Target Submittal Date
Prepare Workgroup Schedule of meetings and expected milestones following kick-off meeting	October 1, 2013
Prepare progress report summary of model development completed, conclusions, and recommendations	May 2, 2014

Subtask 5.1 Watershed Treatment Model

Consulting Team will review and update the Watershed Treatment Model (WTM) spreadsheet load removed model, developed previously, to evaluate sources and effectiveness of programs on target pollutants. The spreadsheet model will also help to estimate the amount of pollutant prevented from discharging to receiving waters by existing BMPs as required by the NPDES Permit. If requested by the Partnership, Consulting Team will prepare a brief memorandum by May 2014 to summarize the results of the model and subsequent recommendations and next steps. It is expected that the WTM can be updated for mercury and sediment and expanded to include a pesticide, bacteria, methylmercury, and/or copper, if data are readily available from the Partnership.

Specifically, the Consulting team will work with the Partnership to update the following components of the WTM:

- Survey and location of known structural BMPs, as provided by Partnership agencies
- Surrogate relationships for methylmercury in urban runoff based on available sensor data or other known relationships. Copper and pesticides will also be evaluated as directed by Partnership and funding is available.
- Evaluation of urban runoff discharge volume and volume reductions in structural BMPs
- Technical advice from the Center for Watershed Protection on recommended improvements for use in application to Delta Methylmercury, bacteria, and Pesticide TMDLs
- Update of existing data already used in the model
- Evaluation of data gaps needs and recommendations for model improvements including consideration or integration with other computational models such as WARMF
- Tracking and identification of possible grant opportunities and partners to further develop WTM for other constituents and integration with other modeling efforts

Subtask 5.2 Updates to Program Effectiveness Assessment Strategy and Stormwater Quality Improvement Plan

Following NPDES permit renewal, the Consulting Team will compare new requirements to the existing Partnership effectiveness evaluation approach. Consulting Team will work with the Partnership to develop a strategy to most effectively inform the Partnership and meet new NPDES permit requirements. Consulting Team will provide technical support of the PEA reported in the Annual Reports for all Partnership elements. Consulting Team will provide Stormwater Quality Improvement Plan update support to Partnership.

Subtask 5.3 Identification of Pollutant Reduction Projects

Consulting Team will work with Partnership staff to develop a list of potential pollutant reduction projects based on developed assessment criteria and objectives. This outreach and research effort will comprehensively evaluate potential project types, locations, and possible funding sources. Consulting Team will develop a brief technical memorandum describing progress on the evaluation process and outcomes. This is expected to be a dynamic list and the initial effort will include developing evaluation criteria, tracking and outreach approaches, and key project characteristics of importance to the Partnership (e.g., TMDL compliance, flow reduction, etc.). As needed, the Consulting Team will attend planning workshops for watershed groups and meet with potential partnering entities. Consulting Team will work closely with Partnership staff meeting every other month to identify projects and outreach opportunities. Consulting team will evaluate grant funding opportunities and partnerships for projects, including modeling and implementation.

TASK 6. TECHNICAL EXPERTISE

Consulting Team will assist the Partnership in the preparation of technical reports and “as-needed” regulatory assistance related to Permit compliance or regional regulatory activities (e.g., TMDL development, Basin Plan amendments, etc.). Consulting Team and Partnership will jointly prepare a program calendar to coordinate key deliverable milestones and track monitoring events and Permit- required deadlines.

Task Deliverables	Subtask	Target Submittal Date
Draft NWQE and summary email	6.1	Within twelve weeks of completion of receiving water sampling event
Draft FY1314 Annual Report Monitoring Section	6.2	August 15, 2014
Final FY1314 Annual Report Monitoring Section	6.2	Within two weeks of receipt of all Partnership comments
Draft CMP Report Memorandum	6.3	August 8, 2014, pending data delivery from CMP
Final CMP Report Memorandum	6.3	Within two weeks of receipt of all Partnership comments
Regulatory Update Summary	6.5	Monthly before the 15 th in at least 75% of months
Kick-off meeting	6.7	October 1, 2013

Subtask 6.1 Prepare Notices of Water Quality Exceedances

Consulting Team will promptly review all CMP river and urban tributary monitoring data and compare the results to applicable water quality standards as required by NPDES Permit provision “C. Receiving Water Limitations,” and Monitoring and Reporting Program requirements I .C. and I.D. The “water quality standards” are broadly defined in the Permit language; this is interpreted to include applicable standards, objectives and criteria within the Basin Plan, California Toxics Rule, National Toxics Rule, California Department of Health Services (Title 22), and California Department of Fish and Game (diazinon and chlorpyrifos criteria). CMP data

will be delivered to the Consulting Team with sufficient time to prepare the analysis and letter. Consulting Team will prepare a Notice of Water Quality Exceedance (NWQE) for submittal to the Regional Board. Consulting Team will use the agreed upon evaluation process and will document this process for the inclusion in the Annual Monitoring Report. The draft letter will be submitted in an editable electronic format to the Partnership at least six days before it is due to the Regional Board. Consulting Team will promptly respond to comments or questions on the draft NWQE so that the final NWQE is prepared and submitted by the Partnership.

Subtask 6.2 Prepare Annual Monitoring Report Sections

Annual reporting requirements in the new NPDES permit are not yet known. Consulting Team will provide assistance in the preparation of the Joint Program Annual Report, due to the RWQCB by October 1, 2014. Consulting Team will prepare the monitoring section and the Report of Water Quality Exceedance (RWQE) appendix of the Joint Report. The Partnership will consider and provide guidance on these sections. The Partnership will determine the schedule for delivery of these items before July 1, 2014. The RWQE is prepared according to the Permit requirements. Upon a determination by either the Permittees or the RWQCB that urban discharges are causing or contributing to exceedance(s) of a water quality standard within Sacramento-area receiving waters, and on an as-needed basis as determined by the Permittees, Consulting Team will prepare a Report of Water Quality Exceedance, pursuant to the procedure specified in Receiving Water Limitation C.3. of the Partnership NPDES Permit. The report will describe BMPs that are currently being implemented and additional BMPs that will be implemented to prevent further such exceedances. The report will be in such format as decided upon in consultation with the Permittees and Regional Board staff.

Subtask 6.3 Prepare Coordinated Monitoring Program Report

Consulting Team will prepare a memorandum summarizing the monitoring activities of the CMP including reporting of data results, summary of quality control or sample collection issues, comparison to select and applicable water quality objectives and preparation of updated trend plots and summary statistics. It is expected that the level of effort and format will be similar to the report from the last several years and may include complete time series plot updates.

Subtask 6.4 General Policy Tracking and Participation

Consulting Team will assist the Partnership, as necessary, with regulatory issues in the Central Valley and statewide water quality policy. Consulting Team will participate as a Partnership advocate, including meeting attendance, for the Delta Regional Monitoring Program and Central Valley Drinking Water Policy. As the Drinking Water Policy Workgroup is moving now to developing a monitoring program, the Consulting Team will assist in the program development. Consulting Team will participate in the Central Valley Pesticide TMDL through preparation of comments and providing meeting notes to Partnership staff. Additional tasks may include tracking statewide policy changes relevant to the monitoring program, including the Trash Policy and Biological Objectives and providing e-mail summaries and updates or meeting notes. Consulting Team will provide monthly summaries for regulatory issues statewide for issues that may affect the Partnership.

Consulting Team will assist the Partnership as-needed with technical matters and reporting relating to TMDLs. This work will include preparation of comment letters, attendance at

meetings on behalf of the Partnership, and preparing data analysis to support comments or TMDL development.

Consulting Team will provide the Partnership as-needed support of Sacramento – San Joaquin Delta policy review and commenting, including but not limited to preparation and coordination of comments on the Bay Delta Conservation Plan, Delta Plan revisions and implementation, and amendments to the Bay Delta Water Quality Control Plan. Consulting Team will provide summary information and draft comments or talking points as needed to inform the Partnership and develop comments from the Partnership on urban runoff or permit related matters. Individual agencies may still have comments specific to that agency or not related to urban runoff that may be submitted separately by their agency.

Subtask 6.5 NPDES Permit Renewal Assistance

The Partnership expects the NPDES renewal in the fall 2013. The Consulting team will assist with development of technical responses, review, comment, and negotiation of NPDES permit terms. Specific types of permit tasks may include, but are not limited to the following:

- Evaluation of project costs of monitoring requirements and alternative approaches
- Responses to technical components of monitoring approaches, sample collection, analytical methods, toxicity methods, bioassessments, and characterization of Water Quality Assessment findings
- Assistance with response to policy implementation in the NPDES permit such as the Trash Policy, Toxicity Policy, Receiving Water language, and others
- Review of all permit language including Provisions, Findings, and Fact Sheets and prepare comments and edits to permit
- Attending meetings with Partnership and Regional Board
- Drafting comment letters for comments and submittals of additional materials
- Preparing Regional Board hearing statements

Consulting Team will perform tasks as directed by the Partnership as funds are available, but may also include preparations for permit renewal in developing sampling plans or work plan outlines.

Subtask 6.6 Comprehensively Review of Proprietary Controls

Consulting Team will provide as-needed review of proprietary control performance data or proposed monitoring programs to assist in Partnership analysis and response to manufactures and vendors. Consulting Team will also assist the Partnership in an overall review of available and Partnership-acceptable proprietary controls.

TASK 7. PROJECT MANAGEMENT

Consulting Team will provide staff planning to ensure a high level of responsiveness for all work and will provide Partnership with coordination of meetings, teleconferences, video conferences, note taking, and project progress reporting.

Subtask 7.1 Project Coordination and Planning

Consulting Team will provide project management to ensure that the project is completed on time and within budget, including project coordination and administration necessary to achieve

the tasks previously described, and periodic communications with the Partnership and subcontractors. Consulting Team will provide qualified staff to complete all tasks as described in the preceding Scope of Services.

Consulting Team will schedule, prepare for and attend bi-monthly progress meetings with the Partnership to discuss progress and results of the monitoring program. Consulting Team will prepare an agenda and distribute to Partnership agencies in advance of each scheduled progress meeting. At the request of the Partnership, Consulting Team may schedule bi-monthly monitoring or effectiveness evaluation work group teleconferences in those months without progress meetings.

Consulting Team will produce Progress Reports for review at the progress meetings as needed to keep the Partnership apprised of work progress, schedule and budget status.

Consulting Team will submit a monthly invoice with detailed budget status information on a subtask basis, and a monthly written report describing project activities and expenditures during the period covered by the invoice.

TASK 8. CITY OF SACRAMENTO SERVICES

Consulting Team will provide as-needed services to the City of Sacramento that will not be billed to other Partnership members. It is expected that services will include work related to the sampling, drinking water, and water quality regulatory and monitoring issues specific to the City of Sacramento.

Subtask 8.1 Sacramento and San Joaquin River Delta Regulatory Expertise

Consulting Team will provide policy analysis and communication support to the City of Sacramento related to issues in the Delta, including but not limited to the Delta Plan, Bay Delta Conservation Plan (BDCP), and Bay-Delta Water Quality Control Plan amendments. These services will be in addition to the support provided to the Partnership in tasks 6.4 and 6.5 of this Scope of Services. For the contract year, the Consulting team will attend and facilitate a regulatory update meeting or teleconference with the City approximately every other month or quarterly to coordinate policy comments and provide status updates. Consulting Team is not expected to attend all meetings related to the noted policy efforts, but the City may request representation or assistance and key meetings. Services to be provided include review of selected portions of key Delta related reports and preparation of draft comments in support of stormwater and combined system discharger considerations. Services may also provide assistance tracking schedules for upcoming key documents, recommendations for follow-up activities including additional policies and reports to track, and input on guiding principles. Specific services are as follows:

Delta Plan

The Delta Plan was recently completed and now requires administrative adoption and litigation. Consulting Team will provide updates on status of the administrative proceedings and if/how changes affect the City.

Bay Delta Conservation Plan (BDCP)

Consulting Team will review selected portions of Plan and EIR. Consulting Team will assist with public review process after Plan and EIR are finalized.

Estimated schedule: July 2013 – June 2014

Other

Provide recommendations for input on other State Board or Central Valley Water Board policies in support of discharger considerations, or additional support for follow-up on Delta policies.

Subtask 8.2 As Needed Regulatory, Compliance, and Field Services

Consulting Team will provide as-needed assistance to the City of Sacramento related to comment preparation on Delta initiatives, stormwater management plans and compliance assistance for City of Sacramento facilities, and water quality regulatory and monitoring issues specific to the City of Sacramento. Consulting Team will provide as-needed field and analytical laboratory services related to inspections, illicit discharges, and spill response.

NOTES TO SCOPE OF WORK

The period during which the Larry Walker Associates services described herein will be performed will extend from approximately October 2013 through approximately July 2014. However, upon mutual consent of City and Larry Walker Associates, some activities may extend beyond this time period.

Remaining budget from FY2013/2014 may be utilized for assignments continuing in FY2014/2015.

ATTACHMENT 5 TO EXHIBIT B

SACRAMENTO STORMWATER QUALITY PARTNERSHIP 2013-14 MONITORING BUDGET

TASK	DESCRIPTION	LABOR HOURS					LAB COSTS [1]	OTHER DIRECT COSTS	TOTALS [1]
		LWA PROJECT MANAGER	TECHNICAL ADVISOR	SENIOR ENG./SCL.	STAFF ENG./SCL II	STAFF ENG./ SCL.			
MONITORING MANAGEMENT AND COORDINATION									
1.1	Preseason Preparations	12	0	0	84	40	\$ 500	\$ 600	\$ 22,360
	Sampling Plan Preparation & Training	8	0	0	48	24	\$ -	\$ 500	
	Station and Equipment Preparations	4	0	0	36	16	\$ 500	\$ 100	
1.2	Pre-storm activities	20	0	0	104	32	\$ 775	\$ 6,935	\$ 32,890
	Equipment Preparation	12	0	0	64	32	\$ 775	\$ 500	
	Weather Tracking	8	0	0	40	0	\$ -	\$ 6,435	
1.3	Storm activities	8	0	0	32	0	\$ 1,164	\$ -	\$ 8,004
	Coordinate activities	8	0	0	32	0	\$ 1,164	\$ -	
1.4	Post-storm activities	18	0	0	44	16	\$ -	\$ -	\$ 13,430
	Oversee Laboratory Activities	16	0	0	36	0	\$ -	\$ -	
	Prepare Summary E-mail	2	0	0	8	16	\$ -	\$ -	
	Sub TOTAL LABOR HOURS	58	0	0	264	88	\$ -	\$ -	
	Sub TOTAL COSTS						\$ 2,439	\$ 7,535	\$ 76,684
MONITORING PROGRAM EVALUATIONS AND MODIFICATIONS									
2.1	Additional Data Evaluations for New Permit	40	12	8	40	0	\$ -	\$ -	\$ 20,600
2.2	Station and Equipment Evaluations	24	0	0	0	64	\$ -	\$ 100	\$ 15,180
2.3	SQIP Monitoring Updates	40	0	0	0	40	\$ -	\$ -	\$ 15,800
	Sub TOTAL LABOR HOURS	104	12	8	40	104	\$ -	\$ -	
	Sub TOTAL COSTS						\$ -	\$ 100	\$ 51,580
URBAN TRIBUTARY MONITORING									
3.1	Monitoring	0	0	0	36	128	\$ 76,703	\$ 22,000	\$ 122,023
3.2	Reporting	0	0	0	64	100	\$ -	\$ 300	\$ 23,900
	Sub TOTAL LABOR HOURS	0	0	0	100	228	\$ -	\$ -	
	Sub TOTAL COSTS						\$ 76,703	\$ 22,300	\$ 145,923
DELTA METHYLMERCURY SUPPORT									
4.1	Revise Work Plan	4	0	0	24	0	\$ -	\$ -	\$ 4,620
4.2	Coordination with Citrus Heights Grant Manager	64	0	0	12	0	\$ -	\$ -	\$ 18,120
	Sub TOTAL LABOR HOURS	68	0	0	36	0	\$ -	\$ -	
	Sub TOTAL COSTS						\$ -	\$ -	\$ 22,740
PROGRAM EFFECTIVENESS ASSESSMENT									
5.1	Watershed Treatment Model Updates	72	40	12	40	96	\$ -	\$ 3,500	\$ 52,960
5.2	PEA & SQIP Updates	48	12	0	36	0	\$ -	\$ 50	\$ 20,450
5.3	Identification of Pollutant Reduction Projects	40	32	0	40	16	\$ -	\$ -	\$ 25,800
	Sub TOTAL LABOR HOURS	160	84	12	116	112	\$ -	\$ -	
	Sub TOTAL COSTS						\$ -	\$ 3,550	\$ 99,210
TECHNICAL EXPERTISE									
6.1	Prepare NWQEs	12	0	0	48	0	\$ -	\$ -	\$ 10,260
6.2	Prepare AMR Sections	48	12	12	48	24	\$ -	\$ 50	\$ 28,070
6.3	CMP Annual Technical Memo	20	0	40	40	40	\$ -	\$ 50	\$ 24,950
6.4	General Policy Tracking and Participation	96	12	64	40	0	\$ -	\$ 600	\$ 46,960
6.5	Permit Renewal Assistance	64	16	24	24	0	\$ -	\$ 50	\$ 28,570
6.6	Comprehensive Review of Proprietary Controls	2	0	40	80	24	\$ -	\$ -	\$ 24,070
	Sub TOTAL LABOR HOURS	240	40	140	200	64	\$ -	\$ 750	\$ 162,880
	Sub TOTAL COSTS						\$ -	\$ 750	\$ 162,880
PROJECT MANAGEMENT									
7.1	Project Coordination and Planning	96	12	24	64	24	\$ -	\$ 500	\$ 36,020
	Sub TOTAL LABOR HOURS	96	12	24	64	24	\$ -	\$ 500	
	Sub TOTAL COSTS						\$ -	\$ 500	\$ 36,020
Sub-Total Partnership									
TOTAL LABOR HOURS		726	148	184	820	620			
TOTAL COSTS							\$ 79,141	\$ 34,735	\$ 595,036
CITY OF SACRAMENTO ONLY									
8.1	Delta Policy Tracking and Support	56	0	0	0	0	\$ -	\$ 250	\$ 14,530
8.2	As-needed Regulatory and Compliance Services	48	0	0	12	40	\$ 2,500	\$ 250	\$ 22,390
	Sub TOTAL LABOR HOURS	104	0	0	12	40	\$ -	\$ -	
	Sub TOTAL COSTS						\$ 2,500	\$ 500	\$ 36,920
TOTAL LABOR HOURS		830	148	184	832	660			
TOTAL COSTS							\$ 81,641	\$ 35,235	\$ 631,956

Notes:

[1] Includes 10% LWA markup for lab costs and subcontractor labor.