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### <u>AGENDA</u>

Special Meeting of the Board of Directors
Thursday, March 12, 2015 at 11:30 a.m.
Progress Park Plaza, 15500 Downey Avenue, Paramount, CA

- 1. Roll Call
- 2. Determination of a Quorum
- 3. Additions to Agenda (Govt. Code Sec. 54954.2(b))
- 4. Oral Communications to the Board

This is an opportunity for members of the public to address the Board on any item under the jurisdiction of the agency. Depending upon the subject matter, the Board may be unable to respond until the item can be posted on the agenda at a future meeting in accordance with provisions of the Bro wn Act.

- 5. Closed Session: Conference with Legal Counsel Anticipated Litigation
  - a. Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9 (1 case)
- 6. Discussion/Action Regarding Employment Policies
- 7. Discussion/Action Regarding the Release of a Request for Qualifications ("RFQ") for Financial, Accounting, Investment, Purchasing, and Personnel Services (Enclosure)
  - a. Approve the Release of the RFQ for Financial, Accounting, Investment, Purchasing, and Personnel Services as Presented.
- 8. Consent Calendar: (Acted as one item unless withdrawn by request)
  - a. Minutes of the Board Meeting of February 12, 2014 (Enclosure)
  - b. Warrant Register Report and List of Warrants for February 2014 (Enclosures)

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- 9. Discussion/Action Regarding Costing Sharing Proposal for Greater Los Angeles and Long Beach Harbor Waters TMDL for Toxic Pollutants Monitoring (Enclosure)
  - a. Authorize Legal Counsel and the Executive Officer to develop two (2) standard MOUs to provide administrative and contractual services for the TMDL Monitoring of the Dominguez Channel and Greater Los Angeles and Long Beach Harbor Waters
- 10. Gateway Region Watershed Management Plans (WMPs) and MOU Amendment Activities
  - a. Discussion/Action Regarding Ownership of Equipment Related to CIMP and WMP Implementation
  - b. Action/Status of Each Watershed Group
    - 1. Lower Los Angeles River <u>Upper Reach 2</u> Watershed Group
      - Approve the Professional Services Agreement with CWE as Presented and Contingent Upon Legal Counsel's Final Approval of Non-Material Changes (Enclosure)
    - 2. Lower Los Angeles River Watershed Group
    - 3. Los Cerritos Channel Watershed Group
    - 4. Lower San Gabriel River Watershed Group
- 11. Discussion/Action Regarding IRWM Activities
- 12. Discussion/Action Regarding General On-Call Professional, Technical, and/or Engineering Services (Enclosure)
  - a. Approve On-Call Consulting Services List
  - b. Approve Process for On-Call Consulting Services
  - c. Creation of a Standing Committee "Consulting Services Committee"
- 13. Discussion/Action Prop 1 Funding Opportunities (Enclosure)

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- 14. City Managers' Steering Committee Report
- 15. Executive Officer's Report
- 16. Directors' Comments/Reports
- 17. Adjournment Next Meeting Date: Special Board Meeting on Monday, March 16, 2015 at noon at the Clearwater Building (Gateway COG Upstairs Board Room) located at 16401 Paramount Blvd., Paramount, CA

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March 12, 1015

SECTION NO. 7 – Discussion/Action Regarding the Release of a Request for Qualifications ("RFQ") for Financial, Accounting, Investment, Purchasing, and Personnel Services

#### BACKGROUND AND SUMMARY:

Prior to July 1, 2013, the City of Signal Hill provided all accounting services to GWMA. On July 1, 2013, most accounting functions were transferred to the GWMA. GWMA now tracks its own expenses and income while the City of Signal Hill continues to process expenditures, prepare warrants, and receive, record and invest revenues.

GWMA activities have significantly increased over the past two years and will continue to expand as GWMA supports the growing needs of the region's watershed.

#### SCOPE OF SERVICES REQUESTED

This RFQ will seek a consultant to provide the services listed below:

- Complete the transfer of financial functions from the City of Signal Hill to the GWMA
- Provide day-to-day financial oversight and professional advice to the GWMA staff

The City of Signal Hill, GWMA's Chair and Vice-Chair will meet to review and select a consultant. A Professional Services Agreement will be brought back to the board for approval before proceeding.

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#### FISCAL IMPACT:

None at this time.

#### **RECOMMENDATION:**

1. Approve the Release of the RFQ for Financial, Accounting, Investment, Purchasing, and Personnel Services as presented.

Request for Qualifications for Financial, Accounting, Investment, Purchasing and Personnel Services for the Gateway Water Management Authority (GWMA)

#### **PURPOSE**

The purpose of this Request for Qualifications (RFQ) is to establish a contract with a qualified individual or firm to provide the Gateway Water Management Authority assistance with general accounting, maintenance of accurate financial records, and preparation of financial statements and implementation of written personnel policies. This RFQ is designed to provide interested firms or individuals with sufficient basic information to submit written proposals.

#### **BACKGROUND**

The Gateway Water Management Authority (GWMA) is a Joint Powers Authority (JPA) for a coalition of 26 cities and two public water agencies. GWMA is responsible for the regional water planning needs of 2 million people in the Gateway Cities Region of Los Angeles County. GWMA is an interdependent, local government administered by an eighteen member board of directors. The JPA also utilizes a five member Executive Committee for the coordination and management of Board activities.

Members of the Gateway Water Management Authority are: the cities of Artesia, Bell, Bell Gardens, Bellflower, Cerritos, Commerce, Cudahy, Downey, Hawaiian Gardens, Huntington Park, La Mirada, Lakewood, Long Beach, Lynwood, Maywood, Montebello, Norwalk, Paramount, Pico Rivera, Santa Fe Springs, Signal Hill, South Gate, Vernon; and the Central Basin Municipal Water District and Long Beach Water Department.

#### **STAFFING**

The Agency has two contract employees; an Executive Officer and an Administrative/Accounting Assistant.

The Executive Officer serves as the Chief Executive and Administrator and is responsible for implementing the decisions of the Board, providing overall management of the day-to-day operations and representing the GWMA. The Executive Officer prepares the annual budget and coordinates the general affairs including legislative, personnel, public relations, legal and fiscal matters. The Executive Officer reports to the Governing Board.

The Administrative/Accounting Assistant is responsible for a broad range of accounting, clerical and administrative duties in support of the Executive officer. Accounting and fiscal duties include creating spreadsheets and reports, preparing and managing grant reimbursement requests and managing in-house accounting of expenses and revenues. The Administrative/Accounting Assistant reports to the Executive Officer.

Prior to 2014, the City of Signal Hill provided all accounting services to GWMA. In 2014, most accounting functions were transferred to the GWMA. The Authority now tracks its own

#### AGENDA ITEM NO. 7

expenses and income. QuickBooks Pro is the accounting system used by GWMA. However, the City of Signal Hill still processes expenditures and prepares warrants and receives, records and invests revenues.

The fiscal and accounting workload is relatively small at this time. The Agency chart of accounts includes approximately 35 line item accounts and it is estimated that that the Agency processes from 20 to 30 entries per month. The 2014/15 Gateway Water Management Authority Budget includes dues from members of \$329,500 and a projected ending fund balance of \$677,000. The accounting activity will grow as the GWMA acquires more grants and members.

#### **DURATION**

The authority is soliciting the services of qualified firms or individuals to provide financial, accounting, investment and personnel services to the agency for a period of 24 to 36 months with an option to extend the services for two additional, one year periods.

There are two parts of this RFQ: 1. Completing the transfer of financial functions from the City of Signal Hill to the GWMA and 2. Providing day-to-day financial oversight and professional advice to the GWMA staff.

#### **Transition Services:**

- 1. Evaluating and refining the Quick Books accounting system now in place for tracking budgets, processing billings, recording revenues and producing reports.
- 2. Setting up written accounting procedures providing for separation of duties and internal control.
- 3. Establishing a bank account and procedures for receipt and deposit of monies received by the agency.
- 4. Developing written procedures for reconciling the GWMA bank account(s).
- 5. Providing for training of GWMA personnel on the accounting and payroll system.
- 6. Developing the format and procedure for a monthly revenue and expense report for the Board.
- 7. Implementing a contract payroll system that interfaces with the general ledger and includes all tax and state and federally required reports.
- 8. Developing written policies and procedures for securing and backing up financial records consistent with state law (Records Management Program).
- 9. Developing written policies and procedures for Investment of GWMA funds with the Local Agency Investment Fund (LAIF). Establish a monthly Investment report format for the Board of Directors.
- 10. Establishing an Audit Committee with guidelines consistent with the Government Finance Officers Association (GFOA) best practices recommendations.
- 11. Developing a personnel system including written rules and regulations comparable to a public agency (this is a requirement of the JPA agreement). This should include an employee handbook and ethics, conflict of interest, harassment, discrimination, public property, cell phone provisions.

12. Develop and adopt a purchasing policy and procedures including such provisions as petty cash, minor and major purchases, construction contracts, professional services, procurement methods, informal competitive procurement, negotiation, formal competitive procurements (RFP, RFQ), sole source, short listing, conflicts of interest, etc.

#### **On-Going Financial Services**

- 1. Evaluating the implementation progress and identifying areas of improvement.
- 2. Providing ongoing financial advice and training on all aspects of the Accounting System to GWMA staff.
- 3. Monitoring, testing and improving internal controls.
- 4. Reconciling the bank account monthly.
- 5. Overseeing and monitoring financial transactions (Similar to an internal audit function).
- 6. Meeting periodically with the GWMA Executive Board to report on financial status.

#### **Professional Information and Qualifications**

Each interested party or firm shall submit the following information:

- 1. Name of Individual or Firm;
- 2. Address of principal place of business including e-mail, telephone, website and fax numbers.
- 3. Name and resume of the main individual assigned to work with the GWMA staff.
- 4. Description of firm or individual's education, experience, qualifications, number of years with the firm and a description of their experience with activities similar to those described above;
- 5. Experience related to providing service to public entities and water agencies;
- 6. At least four (4) references, three (3) of which must have knowledge of the main individual's service to a public entity;
- 7. Cost details, including the hourly rates of each of the individuals who will perform services, all expenses, and a "not to exceed" amount; and
- 9. Any other information that the interested individual or firm deems relevant.

#### **Selection Criteria**

The selection criteria used in awarding a contract or agreement for professional services as described above shall include:

- 1. Qualifications of the individual(s) who will perform the tasks and the amounts of their respective participation;
- 2. Relevant experience (public agency and water) and strength of references;
- 3. Ability to perform tasks in a timely fashion, including staffing and familiarity with the subject matter; and
- 4. Cost competitiveness.

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RFQ must be postmarked or hand-delivered to \_\_\_\_\_\_no later than March/April 1, 2015.

#### **AGENDA ITEM NO. 8A**

# MINUTES OF THE GATEWAY WATER MANAGEMENT AUTHORITY LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY BOARD AT PARAMOUNT, CALIFORNIA THURSDAY, FEBRUARY 12, 2015

A regular meeting of the Board of Directors of the Gateway Water Management Authority was held on Thursday, February 12, 2015 at Noon at the Clearwater Building, 16401 Paramount Blvd., Paramount, CA 90723.

Vice Chair Adriana Figueroa called the meeting to order at 12:09 p.m. Roll was called by Ms. Penn and a quorum of the Board was declared.

#### **BOARD MEMBERS PRESENT:**

Okina Dor Artesia
Al Cablay (alternate)
Bell

Chau Vu (alternate)

Len Gorecki

Bell Gardens

Bellflower

Joseph Legaspi (alternate) Central Basin MWD

Aaron Hernandez-Torres Cudahy Mohammad Mostahkami Downey

Desi Alvarez (alternate) Huntington Park

La Mirada Mark Stowell Lisa Rapp Lakewood Derek Wieske (alternate) Long Beach Montebello Sam Kouri (alternate) Adriana Figueroa Norwalk Gladis Deras (alternate) Pico Rivera Frank Beach Santa Fe Springs Charlie Honeycutt Signal Hill

Chris Castillo (proxy)

South Gate
Scott Rigg (alternate)

Vernon

#### STAFF AND GUESTS ON SIGN-IN SHEET:

Grace Kast Executive Officer

Toni Penn Administrative/Accounting Assistant

Candice Lee General Counsel

Russ Bryden LACFCD Ken Farfsing Signal Hill

Enrique Huerta Outreach Consultant

Ester Rojas WRD
Bill Minasian Downey
Dan Mueller Downey

Mike Antos Council of Watershed Health

Marybeth Vergara RMC

#### **ITEM 3 - ADDITIONS TO THE AGENDA**

None.

#### ITEM 4 – ORAL COMMUNICATIONS TO THE BOARD

Mr. Russ Bryden from the Los Angeles County Flood Control District advised that the next meeting of Greater LA IRWM's Lower Los Angeles / Lower San Gabriel Subregion, will be held on February 17, 2015 at 1:30pm at the offices of the Water Replenishment District. He also stated that the next meeting of the Greater LA IRWM's Leadership Committee would be held on February 25, 2015 at 9:30am at the offices of the LA County Flood Control District.

#### **ITEM 5 - CONSENT CALENDAR**

Director Mostahkami moved to approve the consent calendar. The motion was seconded by Director Cablay and was approved by the following voice votes:

AYES: DOR, GORECKI, HERNANDEZ-TORRES, MOSTAHKAMI, STOWELL, RAPP,

FIGUEROA, BEACH, HONEYCUTT, CABLAY, VU, LEGASPI, ALVAREZ,

WIESKE, KOURI, DERAS, CASTILLO, RIGG

NOES: NONE

ABSTAIN: NONE

# ITEM 6 – MEMORANDUM OF UNDERSTANDING WITH THE GREATER LOS ANGELES COUNTY INTEGRATED REGIONAL WATERSHED MANAGEMENT GROUP

Director Figueroa provided a brief history and background regarding the Greater Los Angeles County Integrated Regional Watershed Management Group. She indicated that, by approving the MOU with GLAC, it would form a partnership between the Greater LA IRWM Leadership Committee and the GWMA for the purpose of seeking and attaining funding for the Gateway region and to establish the GWMA as a member agency representing the Lower Los Angeles and Lower San Gabriel River sub-region.

Director Figueroa indicated that, while joining the GLAC effort was beneficial, it would not preclude GWMA from continuing its own separate regional efforts, projects and grant applications. In closing, Director Figueroa indicated that, if GWMA finds that being a member was not beneficial, GWMA could withdraw from the MOU with a 60-day notice.

After general discussions, Director Rapp moved to approve the MOU to join the GLAC IRWM, to appoint the GWMA Chair to serve as Chair of the Lower San Gabriel and Lower Los Angeles Steering Committee, and to appoint the GWMA Executive Officer as Alternate to the Chair on the Leadership Committee. The motion was seconded by Director Cablay and approved by the following voice votes:

AYES: DOR, GORECKI, HERNANDEZ-TORRES, MOSTAHKAMI, STOWELL, RAPP,

FIGUEROA, BEACH, HONEYCUTT, CABLAY, VU, LEGASPI, WIESKE,

KOURI, DERAS, CASTILLO, RIGG

NOES: NONE

**ABSTAIN: ALVAREZ** 

## <u>ITEM 7 – APPOINT REPRESENATIVE TO GCCOG STRATEGIC TRANSPORTATION PLAN</u> TECHNICAL ADVISORY COMMITTEE ("STP TAC")

Director Figueroa provided a brief history and background regarding the GCCOG Strategic Transportation Plan Technical Advisory Committee. She reported that the Chairs of the Watershed groups had requested that a water quality representative be included as part of the Committee to help develop the Water Quality Chapter of the STP. She indicated that the GCCOG Board approved this addition and were not soliciting a representative from GWMA to that position.

Director Gorecki moved to appoint Director Rapp as voting member to the TAC to fill the Water Quality Seat. The motion was seconded by Director Wieske and was approved by the following voice votes:

AYES: DOR, GORECKI, HERNANDEZ-TORRES, MOSTAHKAMI, STOWELL, RAPP,

FIGUEROA, BEACH, HONEYCUTT, CABLAY, VU, LEGASPI, ALVAREZ,

WIESKE, KOURI, DERAS, CASTILLO, RIGG

NOES: NONE

**ABSTAIN: NONE** 

Director Deras moved to appoint Director Nila as Alternate member to the TAC. The motion was seconded by Director Vu and was approved by the following voice votes:

AYES: DOR, GORECKI, HERNANDEZ-TORRES, MOSTAHKAMI, STOWELL, RAPP,

FIGUEROA, BEACH, HONEYCUTT, CABLAY, VU, LEGASPI, ALVAREZ,

WIESKE, KOURI, DERAS, CASTILLO, RIGG

NOES: NONE

**ABSTAIN: NONE** 

#### <u>ITEM 8 – DISCUSSION/ACTION REGARDING AFFORDABILITY STUDY RESULTS,</u> <u>CONGRESSIONAL ACTIONS AND NEXT STEPS</u>

Ms. Kast referred to the enclosed article which affirmed the growing interest of the cost affordability concerns of water regulations on citizens. She stated that the GWMA and the San Gabriel Valley COG could work together in co-hosting a workshop/hearing on the issue with federal legislative representatives to highlight the issue further. She concluded by stating that she will continue to communicate with representatives in the San Gabriel and update the board accordingly.

Director Alvarez left the meeting at 12:54 p.m.

ITEM 9 – DISCUSSION/ACTION REGARDING APPROVAL OF SUBRECIPIENT AGREEMENT BETWEEN GWMA AND THE CITIES OF BELL GARDENS, DOWNEY, LYNWOOD, NORWALK, PARAMOUNT, PICO RIVERA, SANTA FE SPRINGS, SIGNAL HILL, SOUTH GATE, VERNON, AND WHITTIER FOR THE STATE WATER RESOURCES CONTROL BOARD GRANT AGREEMENT OF THE LOW IMPACT DEVELOPMENT ("LID") BEST MANAGEMENT PRACTICES ("BMPs") PROGRAM RELATING TO THE LOS ANGELES RIVER, SAN GABRIEL RIVER, AND LOS CERRITOS CHANNEL, AND THEIR TRIBUARIES

Ms. Kast reported that earlier this year, GWMA was awarded \$1.073 million in grant funds with a local match of \$270,220 for the Prop 84 Stormwater Grant Program Round 2 by the State Water Resources Control Board (SWRCB). GWMA will help facilitate the receipt, processing, and reimbursement of the SWRCB Grant Agreement funding. As part of this process, GWMA will enter into subrecipient agreements with each of the GWMA members participating in the Project to ensure that the SWRCB Grant Agreement's provisions are met.

Ms. Kast reported that an exception to this arrangement was the City of Downey ("Downey"). She stated that Downey had made the decision to move forward with a part of its project to coincide with a major street improvement project schedule and had elected to conduct its own Request for Bids and enter into a separate contract. In closing, Ms. Kast reported that Downey's subrecipient agreement would be modified to incorporate these changes.

Director Mostahkami moved to: 1) approve the Subrecipient Agreement template, 2) authorize the Executive Officer to take necessary steps to develop and maintain a Labor Compliance Program or contract with a third party that has been approved by the Director of DIR to operate a Labor Compliance Program, 3) authorize the Executive Officer to sign and execute individual Subrecipient Agreements with each subrecipient, 4) authorize the Executive Officer to make non-material changes to the Subrecipient Agreement template in consultation with the Chair and GWMA's legal counsel, if needed, and 5) authorize the Executive Officer to execute a Subrecipient Agreement with the City of Downey in consultation with legal counsel and contingent upon GWMA's legal counsel final approval.

The motion was seconded by Director Cablay and approved by the following voice votes:

AYES: DOR, GORECKI, HERNANDEZ-TORRES, MOSTAHKAMI, STOWELL, RAPP,

FIGUEROA, BEACH, HONEYCUTT, CABLAY, VU, LEGASPI, WIESKE,

KOURI, DERAS, CASTILLO, RIGG

NOES: NONE

ABSTAIN: NONE

## <u>ITEM 10 – DISCUSSION/ACTION REGARDING TRANSITION OF FINANCIAL MANAGEMENT SYSTEM</u>

Director Figueroa reported on the need for GWMA to transition its financial management system. She indicated that GWMA's activities had increased drastically over the two years and, as previously discussed at GWMA's board meeting in November, an AdHoc committee had been meeting to discuss the possibility of transitioning GWMA's financial management system from its lead agency (Signal Hill) to in-house.

Director Figueroa indicated that this item was brought before the Board to update its members and that no Board action was required at this time. She stated that the Ad Hoc Committee would continue to meet to discuss this item further and that the Committee's recommendations would be brought before the board at its next meeting for possible action.

## <u>ITEM 11 – CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION</u>

Direction was given. No reportable action taken.

#### ITEM 12 – DIRECTORS' COMMENTS/REPORTS

Director Mostahkami reported on the Cap and Trade Program and indicated that the Board needed to take a closer look at this program to see how GWMA could take advantage of this program.

Ms. Kast reported that the COG had established a Sustainability Committee to discuss this Program and that this Committee would be meeting in the near future.

The meeting was adjourned at 1:59 p.m. to a Meeting	of the Board on March 12, 2015 at the Progress
Park Plaza in Paramount.	
Charlie Honeycutt, Secretary/Treasurer	Date

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March 12, 2015

SECTION NO. 8(b) Warrant Register Dated March 12, 2015

#### SUMMARY:

The Warrant Register is a listing of general checks issued since the prior warrant register and warrants to be released by the City of Signal Hill, serving as Treasurer of the Gateway Water Management Authority, upon Board approval.

#### **DISCUSSION:**

The Warrant Register for expenditures dated March 12, 2015 in the amount of \$207,516.25 is submitted for approval. Invoices and supporting documentation are available for review at the City of Signal Hill Department of Finance.

#### FISCAL IMPACT:

The Warrant Register totals \$207,516.25. Funds to cover payment are available in the Gateway Authority budget.

#### **RECOMMENDATION:**

Approve the Warrant Register as presented.

# AGENDA ITEM NO. 8B WARRANT REGISTER Disbursement Journal March 12, 2015

Invoice		Invoice		
Date	Vendor	Number	Description	Amount
2/23/2015	Grace J. Kast	15-GJK-GA-2	Executive Officer	\$ 13,333.33
2/20/2015	Toni Penn	15-2-20	Admin/Acct. Services	\$ 6,105.00
1/29/2015	Richards Watson & Gershon	199982	Legal Services - General	\$ 7,491.24
1/29/2015	Richards Watson & Gershon	199983	MS4 Permit MOU	\$ 157.50
2/1/2015	City of Paramount	3123	Rent	\$ 322.50
2/1/2015	City of Paramount	3130	Meeting Expenses	\$ 286.20
2/18/2015	Joe. A Gonsalves & Son	25102	Legislative Advocacy Services	\$ 4,000.00
11/24/2014	Anchor QEA	40230	Harbor Toxics MOU	\$ 138,423.28
1/28/2015	Anchor QEA	40972	Harbor Toxics MOU	\$ 31,160.23
2/3/2015	Roger's Catering	20435	Meeting Expenses	\$ 121.97
2/5/2015	GEI Consultants	714689	Watersmart Grant Admin. Services	\$ 6,115.00
			Total Disbursements	\$ 207,516.25

# CATEWAY WATER MANAGEMENT AUTHORITY Los Angeles Gateway Region Integrated Regional Water Management

Joint Powers Authority

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www.gatewayirwmp.org

March 12, 2015

Section 9 – Discussion/Action Regarding Cost Sharing Proposal for Greater Los Angeles and Long Beach\_Harbor Waters TMDL for Toxic Pollutants Monitoring

#### **BACKGROUND**

16401 Paramount Blvd., Paramount, CA 90723

On August 31, 2011, a far reaching TMDL requirement became effective affecting many cities throughout Los Angeles County. In general, the TMDL divides the impacted areas into three groups: those cities discharging into: (1) the Dominguez Channel, (2) the Los Angeles /Long Beach Harbor and Los Cerritos Channel and (3) the Los Angeles River and San Gabriel River watersheds. The TMDL establishes separate compliance requirements for each of those areas. The pollutants are: metals (copper, lead and zinc) and toxics (DDT, PCBs, etc.).

The cities (and unincorporated areas of Los Angele County) discharging into the Los Angeles River (above the estuary) and San Gabriel River have, at least initially, the least requirements of the three groups. While the other two groups have numeric discharge limits and targets, the Los Angeles and San Gabriel River entities have no such limits and are only are being required to monitor for toxic pollutants.

#### **DISCUSSION**

Each watershed group as well as those cities applying for an individual watershed plan would need to satisfy this monitoring requirement. However, the consensus of the watershed groups with tentative concurrence by the Regional Board is that a single monitoring station located at the furthest downstream area of each river, will satisfy the monitoring requirements. Due to tidal influences, three stations would have to be established: 1) Los Angeles River at Wardlow; 2) San Gabriel River near Spring Street and; 3) Coyote Creek, also near Spring Street. Since the Lower Los Angeles and Lower San Gabriel River watersheds would have to install the monitoring stations anyways, these two groups have informally asked all of the upstream entities if they would be willing to participate (share the cost and sampling results). Thus far, a clear majority of upstream entities expressed interest in participating. The next step is to establish a funding and data sharing structure.

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At a preliminary, estimated cost for installation of \$84,000 per monitoring station with an annual estimated cost of \$42,000 per year for monitoring, a cost sharing table has been established. These costs may ultimately be slightly different based on up-to-date prices. All cities which have indicated a "yes" to the invitation are included in the cost share. To date, West Covina, Compton, Carson and La Habra Heights have not responded.

Because of the obvious cost savings to Permittees and their constituents, it makes sense to combine resources and meet the Regional Board's monitoring requirements. However, because of issues regarding ownership, contracts, invoice collections, etc., the Lower San Gabriel and Lower LA River groups have sought assistance by asking GWMA to consider taking on this role. This would help GWMA members drastically reduce their costs by not only cost-sharing within their own groups, but inviting upstream Permittees to join in and further share the cost.

In order to support this administrative role, two (2) distinct MOUS with an attached Scope of Service would be developed and shared with all Permittees via email and on GWMA's website for download. One MOU would be prepared for GWMA members with a 3% administrative charge and the second MOU would be prepared for non-GWMA members with a 5% administrative charge. This would cover the cost of legal and administrative services. In addition, legal counsel would ensure that all of the appropriate indemnifications to protect GWMA are contained in the MOU. The MOUs would not be negotiable since it is a service provided for the benefit of Permittees to cut their costs.

Each executed MOU would generate an invoice for payment to GWMA. Once all of the costs are collected, the process for installing the monitoring stations would begin.

#### FISCAL IMPACT

Costs for Legal and Administrative Services would be accounted for and reimbursed through the GWMA Administrative Fee.

#### **RECOMMENDED ACTION**

Authorize Legal Counsel and the Executive Officer to develop two (2) standard MOUs to provide administrative and contractual services for the TMDL Monitoring of the Dominguez Channel and Greater Los Angeles and Long Beach Harbor Waters.

January 8, 2015

Attention all Watershed Chairs/Stormwater Coordinators for:

Upper San Gabriel River Enhanced Watershed Management Program Group, East San Gabriel Valley Watershed Management Group, Rio Hondo/San Gabriel River Water Quality Group, and the individual cities of:

El Monte La Habra Heights Irwindale South El Monte Walnut West Covina

As you know, the Dominguez Channel and Greater Harbors Toxic TMDL requires cities tributary to the San Gabriel River to monitor for toxic pollutants as defined by that TMDL. These pollutants and the associated testing method require the installation of specialized monitoring equipment. As part of the Coordinated Integrated Monitoring Program, the Lower San Gabriel River Watershed Group (LSGR) is planning to install this equipment at two locations: (1) near the confluence of the San Gabriel River and the estuary and (2) near the confluence of Coyote Creek and the estuary. The LSGR is inviting interested groups to participate on a shared cost basis.

Attached are estimated cost share matrices for both sampling stations. Invoices are anticipated to go out on or about July 1, 2015 to coincide with the start of the CIMP and IMP programs. The costs were developed using baseline and area factors and should be regarded as preliminary until the number of participants is established and cost estimates are confirmed by the LSGR's subcontractors. Rather than developing separate MOUs with each entity, the LSGR's preference will be to invoice each watershed group or individual WMP city. How each groups/city decides to allocate funds within the group is left to that group to decide.

So that we may move forward, please respond within the next 30-days to me at <a href="mailto:afigueroa@norwalkca.gov">afigueroa@norwalkca.gov</a> with an e-copy to <a href="mailto:Jhunter@jlha.net">Jhunter@jlha.net</a> if you are interested in participating. In their CIMP comments, the Regional Board has asked for additional information regarding this issue and they are being copied on this invitation.

Thank you and we look forward to your prompt responses.

Adriana Figueroa

Chair, Lower San Gabriel River Watershed Group

ec: Los Angeles Regional Water Quality Control Board
Storm water coordinators and all MS4 Permittees tributary to the San Gabriel River.

LOWER LOS ANGELES RIVER

WATERSHED COMMITTEE

January 8, 2015

Attention all Watershed Chairs/Stormwater Coordinators for:

Upper Los Angeles River Enhanced Watershed Management Program Group, Rio Hondo/San Gabriel River Water Quality Group, and the Cities of

Compton

Carson

El Monte

Irwindale

South El Monte

#### Subject: Invitation to participate in a joint DC/Harbor Toxics TMDL Monitoring Program

As you know, the Dominguez Channel and Greater Harbors Toxic TMDL requires cities tributary to the Los Angeles River to monitor for toxic pollutants as defined by that TMDL. These pollutants and the associated testing method require the installation of specialized monitoring equipment. As part of the Coordinated Integrated Monitoring Program, the Lower Los Angeles River Watershed Group (LLAR) is planning to install this equipment at the existing mass emission station near the confluence of the Los Angeles River. The LLAR is inviting interested groups to participate on a shared cost basis.

Attached is the estimated cost share matrix, Invoices are anticipated to go out on or about July 1, 2015 to coincide with the start of the CIMP and IMP programs. The costs were developed using baseline and area factors and should be regarded as preliminary until the number of participants is established and cost estimates are confirmed by the LLAR's subcontractors. Rather than developing separate MOUs with each entity, the LLAR's preference will be to invoice each watershed group or individual WMP city. How each groups/city decides to allocate funds within the group is left to that group to decide.

So that we may move forward, if you are interested in participating, please respond within the next 30-days to me at smyrter@cityofsignalhill.org with an e-copy to Jhunter@jlha.net. In their CIMP comments, Regional Board has asked for additional information regarding this issue and they are being copied on this invitation.

Thank you,

Steve Wivrte

Chair, Lower Los Angeles River Watershed Group

cc: Regional Board

Storm water coordinators, all cities tributary to the Los Angeles River.

## Harbor Toxics cost sharing, San Gabriel River Watersheds

1/1/2015

				(50%	6 equal share, 50% by	area)	(50% equal share, 50% by area) 2nd Year		
					Cost Per \$84,000			\$42,000	
Group Name	Cities/ Permittees Involved	Approximate Land Area (acres)	Land Area Percentage	50% equal share	+ 50% by area	= total share	50% equal share	+ 50% by area	= total share
Rio Hondo/San Gabriel River Water Quality Group	Arcadia	128	5%	\$7,560	\$1,990	\$9,550	\$3,780	\$995	\$4,775
8,256	Azusa	5,952							
	Bradbury	704							
	Duarte	64							
	Monrovia	64							
	Sierra Madre	0							
	County	1,344							
	LACFCD	5%							
Upper San Gabriel River	Baldwin Park	4,335	39%	\$7,560	\$16,578	\$24,138	\$3,780	\$8,289	\$12,069
68,789	Covina	4,481							
	Glendora	9,307							
	Industry	7,647							
	La Puente	2,207							
	County	40,812							
East San Gabriel Valley Watershed Management Area	Claremont	5,790	16%	\$7,560	\$6,576	\$14,136	\$3,780	\$3,288	\$7,068
27,288	La Verne	5,030							
·	Pomona	7,929							
	San Dimas	8,539							
Lower San Gabriel River*	Bellflower	1,216	25%	\$7,560	\$10,684	\$18,244	\$3,780	\$5,342	\$9,122
44,332	Cerritos	5,645		, ,	, ,	, ,	, ,	, ,	
,	Diamond Bar	4,563							
	Downey	4,237							
* costs for the Coyote Creek	Lakewood	1,293							
station will be	Long Beach	2,138							
assessed separately	Norwalk	6,246							
,	Pico Rivera	3,929							
	Santa Fe Springs	5,683							
	Whittier	9,382							
El Monte		1,577	1%	\$1,512	\$380	\$1,892	\$756	\$190	\$946
Irwindale		6,152	4%	\$1,512	\$1,483	\$2,995	\$756	\$741	\$1,497
Walnut		5,757	3%	\$1,512	\$1,387	\$2,899	\$756	\$694	\$1,450
South El Monte		1,823	1%	\$1,512	\$439	\$1,951	\$756	\$220	\$976
West Covina		10,298	6%	\$1,512	\$2,482	\$3,994	\$756	\$1,241	\$1,997
West Covina Flood Control	5%	,	<del></del>	7-/	T-/:	\$4,200	7.22	7-/- :-	\$2,100
	Approximated Totals	174,272	100%	42,000	42,000	84,000	21,000	21,000	42,000

#### AGENDA ITEM NO. 9

## **DRAFT Toxics Monitoring**

## **Coyote Creek**

Last Updated

1/7/2015 16:49

				(50% equal share, 50% by area)  1st Year			(50% equal share, 50% by area)  2nd Year			
						Cost Per \$84,000	)	\$42,000		
	Group Name	Cities/ Permittees Involved	Approximate Land Area (acres)	Land Area Percentage	50% equal share	+ 50% by area	= total share	50% equal share	+ 50% by area	= total share
1	Lower San Gabriel River	Artesia	1,037	76%	\$12,600	\$31,920	\$44,520	\$6,300	\$15,960	\$22,260
	41,619	Cerritos	5,645							
		Diamond Bar	4,563							
		Hawaiian Gardens	614							
		La Mirada	5,018							
		Lakewood	1,293							
		Long Beach	2,138							
		Norwalk	6,246							
		Santa Fe Springs	5,683							
		Whittier	9,382							
2	La Habra Heights		3,942	7%	\$12,600	\$2,940	\$15,540	\$6,300	\$1,470	\$7,770
3	Unincorportated	County	9,400	17%	\$12,600	\$7,140	\$19,740	\$6,300	\$3,570	\$9,870
8	Flood Control	5%					\$4,200			\$2,100

Approximate Totals	54,961	100%	\$42,000	\$42,000	\$84,000	\$42,000	\$21,000	\$42,000
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### **Harbor Toxics TMDL Monitoring**

### **Los Angeles River Watersheds**

1/5/2015

					(50% equal share, 50% by area)		(50% equal share, 50% by area)			
					1st Year			2nd Year		
						Cost Per \$84,000	•		\$42,000	•
	Group Name	Cities/ Permittees Involved	Approximate Land Area (acres)	Land Area Percentage	50% equal share	+ 50% by area	= total share	50% equal share	+ 50% by area	= total share
1	Upper Los Angeles River Watershed Group	Alhambra	4,884	81%	\$7,560	\$34,078	\$41,638	\$3,780	\$17,039	\$20,819
	306,151	Burbank	11,095							
		Calabasas	4,006							
		Glendale	19,588							
		Hidden Hills	961							
		La Canada Flintridge	5,534							
		Los Angeles	181,288							
		Montebello	5,356							
		Monterey Park	4,952							
		Pasadena	14,805							
		Rosemead	3,311							
		San Gabriel	2,645							
		San Marino	2,410							
		South Pasadena	2,186							
		Temple City	2,577							
		County	40,553							
2	Lower Los Angeles River Watershed	Downey	3,546	7%	\$7,560	\$3,115	\$10,675	\$3,780	\$1,557	\$5,337
	27,981	Lakewood	51							
		Long Beach	12,301							
		Lynwood	3,098							
		Paramount	1,997							
		Pico Rivera	1,510							
		Signal Hill	774							
		South Gate	4,704							
3	Rio Hondo/San Gabriel River Water Quality Group	Arcadia	6,912	4%	\$7,560	\$1,881	\$9,441	\$3,780	\$940	\$4,720
	16,896	Azusa	0	1						
		Bradbury	512	1				1		
		Duarte	832	1						
		Monrovia	5,056					1		
		Sierra Madre	1,792							
		County	1,792							
4	Upper Reach 2 Group	agencies not listed	14,215	4%	\$7,560	\$1,582	\$9,142	\$3,780	\$791	\$4,571
5	El Monte		4,482	1%	\$1,913	\$499	\$2,411	\$945	\$249	\$1,194
6	Compton		5,829	2%	\$1,913	\$649	\$2,561	\$945	\$324	\$1,269
7	Carson		195	0%	\$1,913	\$22	\$1,934	\$945	\$11	\$956
8	South El Monte		1,577	0%	\$1,913	\$176	\$2,088	\$945	\$88	\$1,033
9	Flood Control	5%					\$4,200			\$2,100
						1		40		4
		Approximate Totals	377,326	100%	\$37,890	\$42,000	\$84,090	\$21,000	\$21,000	\$42,000

**AGENDA ITEM NO. 10b** 

# CATEWAY WATER MANAGEMENT AUTHORITY Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority

16401 Paramount Blvd., Paramount, CA 90723

- 562.663.6850 phone 562-634-8216 fax
- www.gatewayirwmp.org

March 12, 2015

<u>SECTION NO. 16(a)</u> Professional Services Agreement "PSA" with CWE ("Consultant") for the Los Angeles River Upper Reach 2 Sub Watershed

#### **BACKGROUND AND SUMMARY:**

In October, GWMA issued an RFP to implement a Coordinated Integrated Monitoring Program (CIMP) for the Los Angeles River Upper Reach 2 Sub Watershed. The deadline to receive proposals was November 24, 2014 at noon. A total of 2 proposals were received: CWE and Paradigm.

In December, GWMA approved the First Amendment to the MOU with the Lower Los Angeles River Upper Reach 2 Watershed Group. This Amendment added the implementation of the Plan to the scope and purpose of the MOU and provided a separate cost-share formula for the implementation of the Plan, subject to annual budget approval.

In January, GWMA invoiced the Watershed Group members for the administration and cost sharing to implement a CIMP in accordance with the First Amendment. These calculations were based on their FY 2014/15 Annual Budget in the amount of \$240,000 for monitoring equipment purchase and installation (CWE) and \$82,013 for Optional Task 3 for Rio Hondo LRS Development (Paradigm). The Watershed Group has accepted the proposal from CWE. The scope with Paradigm is still under review.

The group is now requesting that GWMA enter into a 2-year contract with CWE (with 2 additional, optional years). The cost for work during FY 2014/15 is \$240,000. The second year's cost is \$297,205 and may only commence by written authorization from the Executive Officer.

16401 Paramount Blvd., Paramount, CA 90723

- 562.663.6850 phone 562-634-8216 fax
- www.gatewayirwmp.org

As of Thursday, March 5<sup>th</sup>, checks totaling \$139,800.81 have been received by GWMA from this watershed group. Payment from the remaining participants is expected within weeks. Therefore, staff is recommending execution of this PSA.

#### FISCAL IMPACT

Administrative and legal costs will be reimbursed through the 3% administrative fee agreed to in the MOU Amendment.

#### RECOMMENDATION

1. Approve the PSA with CWE as presented and contingent upon legal counsel's final approval of non-material changes.

### - GWMA & CWE for LAR UR2 2015

#### PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is dated and effective FEBRUARY 19, 2015 and is between the Los Angeles Gateway Region Integrated Regional Water Management Authority also referred to as the Gateway Water Management Authority ("GWMA") and CWE Corporation, a California Corporation, ("Consultant").

#### **RECITALS**

- A. GWMA has entered into a Memorandum of Understanding between the Los Angeles Gateway Region Integrated Regional Water Management Joint Powers Authority and the Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, Vernon and Los Angeles County Flood Control District for Administration and Cost Sharing to Implement a Coordinated Integrated Management Program ("CIMP" for the Los Angeles River Upper Reach 2 excluding Rio Hondo River portionas Required by the Regional Water Quality Control Board, Los Angeles Region, National Pollutant Discharge Elimination System Municipal Separate Storm Sewer System Permit Order No. R4-2012-0175 Municipal Separate Storm Sewer System ("MS4 Permit") ("MOU").
- B. The Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, Vernon and Los Angeles County Flood Control District (the "Watershed Permittees") manage and drain stormwater into at least a portion of the LAR Upper Reach 2 Sub Watershed ("LAR UR 2 Sub Watershed").
- C. The MS4 Permit allows Permittees to prepare and adopt a WMP and CIMP (collectively, "Plans") in compliance with certain elements of the MS4 Permit.
- D. The Watershed Permittees have elected to prepare and adopt the Plans in compliance with certain elements of the MS4 Permit.
- E. Pursuant to the MOU, GWMA provides administrative coordination services to the Watershed Permittees in the preparation and implementation of the Plans and any additional services agreed to by the Watershed Permittees and approved by GWMA.
- F. The Watershed Permittees have created the LAR UR 2 Sub Watershed Committee, consisting of at least one representative from each of the Watershed Permittees, to assist GWMA in coordinating the implementation of the Plans.
- G. The Watershed Permittees have authorized GWMA to hire and serve as a conduit for paying consultants, approved by the Watershed Permittees, to prepare and implement the Plans and any other plans and/or projects that the Watershed Permittees determine are necessary.

The parties agree as follows:

#### SCOPE OF SERVICES

- 1. Consultant shall provide the services (the "Services") described in Exhibit A.
  - 2. Project Name: Los Angeles River Upper Reach 2 Watershed Management Area Coordinated Integrated Monitoring Program Plan Implementation Project Description: Implement a Municipal Separate Storm Sewer System (MS4) Permit Coordinated Integrated Monitoring Program (CIMP) Plans for the Los Angeles River Upper Reach 2 Watershed Management Area excluding Rio Hondo River portion.

#### TIME FOR PERFORMANCE

3. The term of this Agreement shall commence on the effective date of this Agreement and expire on February 19, 2016, unless earlier terminated in accordance with the terms of this Agreement or extended annually for up to two (2) additional years by the GWMA Governing Board.

#### STANDARD OF PERFORMANCE

4. Consultant's Services shall be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant's profession currently practicing under similar conditions. By delivery of completed work, Consultant certifies that the work conforms to the requirements of this Agreement, all applicable federal, state and local laws and regulations and applicable elements of the MS4 Permit. Consultant shall maintain throughout the term of this Agreementall licenses, certifications, registrations or other similar requirements necessary for Consultant's performance of the Services under this Agreement.

#### OWNERSHIP OF WORK PRODUCT

5. Upon delivery, the work product, including, without limitation, all original reports, writings, recordings, drawings, files, and detailed calculations developed under this Agreement (collectively "work product") are GWMA's property. All copyrights that arise from work product shall vest in GWMA. Consultant waives and relinquishes all claims to copyright or other intellectual property rights in the work product in favor of GWMA. GWMA's use of the work product is limited to the purposes contemplated by the Services and Consultant makes no representation of the suitability of the work product for use in or application to circumstances not contemplated by this Agreement. Any alteration or reuse by GWMA of the work

product on any project other than the Services provided pursuant to this Agreement shall be at GWMA's sole risk, unless GWMA compensates Consultant for such alteration or reuse.

#### COMPENSATION AND METHOD OF PAYMENT

**6.** GWMA shall pay Consultant, for the Services performed:

A fixed amount of: \$240,000 for work completed during Fiscal Year 2014/15 and \$297,205 for work completed during Fiscal Year 2015/16. The Consultant shall not proceed with Second Year budget activities without prior written authorization to proceed from the GWMA Executive Officer.

Consultant shall perform the Services for the amount(s) listed above. GWMA shall not withhold federal payroll, state payroll and other taxes, or other similar deductions from each payment made to Consultant. Consultant shall pay all applicable federal, state, and local excise, sales, consumer use, and other similar taxes required by law. GWMA shall not allow any claims for additional services performed by Consultant, unless the Project Manager or GWMA Chair authorizes the additional services in writing prior to Consultant's performance of the additional services or the incurrence of additional expenses. Any additional services authorized by the Project Manager or GWMA Chair shall be compensated at the hourly rates set forth above, or, if not specified, at a rate mutually agreed to by the parties.

Consultant shall submit invoices to GWMA on a monthly basis for actual work performed and actual expenses incurred during the preceding month. The invoices shall describe in detail the Services performed by each person for each task, including the days and hours worked.

Prior to releasing payment to Consultant, GWMA shall submit Consultant's invoices to the LAR UR 2 Sub Watershed Committee for final payment approval. The LAR UR 2 Sub Watershed Committee decides whether to pay an invoice submitted by Consultant and informs GWMA of its decision. If the LAR UR 2 Sub Watershed Committee approves GWMA payment of an invoice, GWMA shall make payment to Consultant payable to:1561 Orangethorpe Ave., Suite 240, Fullerton, CA 92831.

GWMA's payment obligations pursuant to this Agreement are payable solely from funds appropriated to GWMA by the Watershed Permitteesto fullfil the purpose of this Agreement. GWMA and Consultant expressly agree that full funding for this Agreement over the term of this Agreement is contingent on GWMA's receipt of payment from each Watershed Permittee of its proportional costs of the Services. In the event of a Watershed Permittee's failure to pay its proportional costs of the Services to GWMA, GWMA may either reduce funding for this Agreement at a level that is proportionate to the reduction in GWMA's receipt of funds from the

Watershed Permittees or suspend all or a portion of the Services being performed by Consultant.

#### INDEPENDENT CONTRACTOR

7. Consultant is an independent contractor. Neither Consultant nor any of Consultant's officers, employees, agents or subconsultants, if any, shall be an employee of GWMA or its members by virtue of this Agreement or performance of the Services under this Agreement.

#### CONFLICT OF INTEREST

**8.** Consultant and its officers, employees, associates and sub consultants, if any, shall comply with all applicable conflict of interest statutes of the State of California applicable to Consultant's Services under this Agreement, including, the Political Reform Act (Cal. Gov. Code § 81000, et seq.) and Government Code Section 1090.

#### INDEMNIFICATION

- 9. Indemnities. Consultant shall indemnify, defend and hold harmless GWMA, and its officials, officers, attorneys, agents, employees, designated volunteers, successors and assigns, and the Watershed Permittees, and each Watershed Permittee's officers, employees and agents, in accordance with the terms of this Indemnification Section. Consultant's covenant under this Section shall survive the expiration or termination of this Agreement.
  - a. To the fullest extent permitted by law, Consultant hereby agrees, at its sole cost and expense, to protect, defend, hold harmless and indemnify GWMA, and its officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those GWMA agents serving as independent contractors in the role of GWMA officials, and the Watershed Permittees, and each Watershed Permittee's officers, employees and agents (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, suits, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including legal costs, fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Claims"), in law or equity, whether actual, alleged or threatened, for injury to or death of person(s), for damage to property (including property owned by GWMA or any Watershed Permittee), resulting from the negligent or intentional acts, errors or omissions committed by Consultant, its officers, agents, representatives, servants, employees, subconsultants, suppliers or their officers, agents, servants, employees, subconsultants, contractors (or any entity or individual that Consultant shall bear the legal liability thereof) in Consultant's performance of this Agreement. Consultant shall defend Indemnitees in any action or actions filed in connection with any Claim with counsel mutually agreed to by the Parties, and

- shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense.
- b. The indemnity under this Section 9 is effective regardless of the existence or applicability of any insurance coverages that are required under this Agreement or any additional insured endorsements that may extend to the Indemnitees. The indemnity under this Section 9 is in addition to any other rights or remedies that the Indemnitees may have under the law. Consuttant shall pay Indemnitees for any attorneys fees and costs incurred in enforcing these indemnification provisions.

#### **INSURANCE**

#### 10. Insurance Requirements.

- a. Consultant shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, the following policies of insurance with minimum limits as indicated below and issued by insurers with A.M. Best ratings of no less than A:VII:
  - 1. Comprehensive commercial general liability insurance with minimum limits of One Million Dollars (\$1,000,000) per incident or accident for bodily injury, death and property damage;
  - 2. Automobile liability insurance for any owned, non-owned or hired vehicle used in connection with the performance of the Services under this Agreement with minimum combined single limits coverage of One Million Dollars (\$1,000,000); and
  - 3. Workers' compensation insurance as required by the State of California.
- b. The insurance required by this Section 10 shall apply on a primary noncontributing basis. Any insurance or self-insurance maintained by GWMA, GWMA's member agencies, the Watershed Permittees and their respective officers, employees, agents, subcontractors or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- c. The automobile and comprehensive general liability insurance policies shall contain an endorsement naming GWMA, the Watershed Permittees and their officers, employees, officials and agents, as additional insureds. All insurance policies shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty (30) days' prior written notice to GWMA. All insurance policies shall be endorsed to delete the subrogation condition as to GWMA and each Watershed Permittee, or shall explicitly allow Consultant to waive Consultant's right of recovery prior to loss. Consultant waives all rights of subrogation and contribution against GWMA and each Watershed Permittee. Consultant shall require its insurer to modify the certificates of

insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

- d. Consultant shall require all subconsultants or other third parties hired to perform services under this Agreement, to carry, maintain, and keep in full force and effect, insurance policies that meet the requirements of this Section 10, unless otherwise agreed to by GWMA. The procurement of insurance by any subconsultant or other third party hired to perform services under this Agreement shall not relieve Consultant from any duties or liability otherwise arising under this Section 10.
- e. Prior to performance of the Services under this Agreement, Consultant shall file a certificate or certificates of insurance, together with the required endorsements, with GWMA showing that the insurance policies are in effect in the required amounts.

#### **TERMINATION**

- **11.** Supension and Termination by the Parties.
  - a. Suspension by GWMA. The Project Manager may suspend this Agreement or any portion of this Agreement or the Services required under this Agreement in accordance with Section 6 of this Agreement upon written notice to Consultant. Upon receipt of a notice of suspension, Consultant shall perform no further services except as specified in the notice.GWMA shall pay Consultant for services satisfactorily performed in accordance with this Agreement to the date of suspension, subject to the limitation on GWMA's payment obligations set forth in Section 6 of this Agreement. GWMA shall reimburse Consultant for authorized expenses incurred to the date of suspension and not previously reimbursed, subject to the limitation on GWMA's payment obligations set forth in Section 6 of this Agreement.
  - b. Termination by GWMA. The GWMA Governing Board may terminate this Agreement or any portion of this Agreement or the Services required under this Agreement for any reason on ten (10) calendar days' written notice to Consultant. Upon receipt of a notice of termination, Consultant shall perform no further services except as specified in the notice. Before the date of termination, Consultant shall deliver to GWMA all work product, whether complete or incomplete, prepared or compiled through the date of termination and not otherwise previously delivered to GWMA. GWMA shall pay Consultant for services satisfactorily performed in accordance with this Agreement to the date of termination, subject to the limitation on GWMA's payment obligations set forth in Section 6 of this Agreement. GWMA shall reimburse Consultant for authorized expenses incurred to the date of termination and not previously reimbursed, subject to the limitation on GWMA's payment obligations set forth in Section 6 of this Agreement.

Consultant shall not have any other claim against GWMA by reason of such termination.

c. Termination by Consultant. Consultant may terminate this Agreement on thirty (30) calendar days' written notice to GWMA only in the event of a material default by GWMA, which default GWMA has not been cured within thirty (30) days following receipt by GWMA of written notice from Consultant specifying the basis of the alleged default.

#### ADMINISTRATION

12. GWMA's representative for administration of this Agreement is the Executive Officer of GWMA, or such other person designated in writing by the GWMA Governing Board ("Project Manager"). Consultant's representative for administration of this Agreement is Jason Pereira ("Consultant's representative"), unless notified in writing by Consultant that additional representatives are authorized.

#### **NOTICES**

13. Any routine administrative communication between the Project Manager and the Consultant's representative required to be in writing may be made by personal delivery, first class U.S. mail, facsimile transmission or electronic mail. Any other notices, invoices or reports required by this Agreement shall be given by first class U.S. mail or by personal service. Notices shall be deemed received on (a) the day of delivery if delivered by hand or overnight courier service during Consultant's and GWMA's regular business hours or by facsimile before or during Consultant's regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses below, or to such other addresses as the parties may, from time to time, designate in writing pursuant to the provisions of this Section 13. All notices shall be delivered to the parties at the following addresses:

Gateway Water Management Authority If to GWMA:

Attn:Grace J. Kast. Executive Officer

16401 Paramount Blvd., Paramount, CA 90641

Email: gracekast.gateway@gmail.com

If to Consultant: **CWE** 

Attn: Jason Pereira, Principal

1561 Orangethorpe Ave., Suite 240, Fullerton, CA 92831

Email: jpereira@cwecorp.com

#### WAIVER

14. No delay or omission to exercise any right, power or remedy accruing to GWMA under this Agreement shall impair any right, power, or remedy of GWMA, nor shall it be construed as a waiver of, or consent to any breach or default. No waiver of any breach, any failure of a condition, or any right or remedy under this Agreement (1) shall be effective unless it is in writing and signed by the party making the waiver; (2) shall be deemed to be a waiver of, or consent, to any other breach, failure of a condition, or right or remedy, or (3) shall be deemed to constitute a continuing waiver unless the writing expressly so states.

#### **ATTORNEY'S FEES**

15. In the event that either party to this Agreement shall commence any legal action or proceeding to enforce or interpret the provisions of this Agreement, the prevailing party in such action or proceeding shall be entitled to recover its costs of suit, including reasonable attorney's fees.

#### **EXHIBITS**

16. Exhibit A constitutes a part of this Agreement and is incorporated into this Agreement by this reference. If any inconsistency exists or arises between a provision of this Agreement and a provision of Exhibit A, the provisions of this Agreement shall control.

#### **ENTIRE AGREEMENT**

17. This Agreement and Exhibit A constitutes the final, complete and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement and supersedes all other prior or contemporaneous oral or written understandings and agreements of the parties.

#### MODIFICATION

18. This Agreement may be supplemented, amended or modified only by a writing signed by Consultant and the Project Manager or GWMA Chair.

[SIGNATURE PAGE FOLLOWS]

# - GWMA & CWE for LAR UR2 | **2015**

effective date.	
Consultant	
CWE Corporation, a California Corporation	
By:	
	Consultant  CWE Corporation, a California Corporation  By:

#### **Gateway Water Management Authority (GWMA)**

Los Angeles River Upper Reach 2 Watershed Management Area Coordinated Integrated Monitoring Program Plan Implementation Revised Proposal Scope of Work for March 1, 2015 to December 15, 2016

#### **Project Approach**

The CWE Team understands and appreciates that the Los Angeles River Upper Reach 2 Watershed Management Area (LAR UR2 WMA) has unique geographic, social, and cultural characteristics that must be considered, while protecting existing receiving water beneficial uses and alleviating observed, or perceived, water quality impairments that impede the current enjoyment of historic beneficial uses. While local water quality objectives may require decades to achieve, preparation of the initial Watershed Management Program (WMP) and Coordinated Integrated Monitoring Program (CIMP) Plans, which will likely be approved by the Regional Water Quality Control Board, Los Angeles Region (LARWQCB) Executive Officer during the Spring of 2015, represents the attainment of a significant milestone. Through implementation of the approved CIMP, the LAR UR2 WMA will develop locally-relevant water quality monitoring data, demonstrate compliance with portions of the 2012 Municipal Separate Storm Sewer System (MS4) Permit, and guide the revision of future RAAs and WMPs so that compliance water quality objectives may be achieved as quickly and cost-effectively as possible.

While the October 9, 2014 Gateway Water Management Authority (GWMA) Request for Proposals (RFP) Purpose section states that the contract term of service is anticipated to be for three years from July 1, 2015 until November 30, 2018, CWE was requested to submit a contract Scope of Work for the period from about March 1, 2015 to December 15, 2016. This Scope of Work addresses CIMP Implementation, the First Annual Monitoring Year, and MS4 Permit Annual Reports due in December 2015 and 2016.

#### 1.0 LAR UR2 WMA CIMP Implementation Scope of Work

CIMP implementation tasks are anticipated to begin following receipt of a Notice to Proceed (NTP) from the GWMA or LAR UR2 WMA Chair on March 2, 2015 and continue through at least June 30, 2015, so that monitoring tasks may begin as soon as possible after July 1, 2015. However, delays associated with WMA reviews, Board approval of the revised LAR UR2 WMA CIMP, and Encroachment Permit Issuance, may extend the completion of these tasks into the summer of 2015. These tasks include: kick-off, equipment selection, and field site confirmation meetings; monitoring equipment and appurtenances permitting; field data collection and inspection form development and approval; installation of monitoring equipment; along with the development of lines of communication. These implementation tasks and deliverables in this section would be completed once during the contract term of service.

#### Task 1.1 - Project Management, Coordination and Meetings

Project management and administration will be led by CWE and include sub consultant and analytical laboratory guidance, staff chartering, interagency coordination, scheduling, budget tracking, and invoicing, so that project deliverables arrive on-schedule and within budget. The CWE Project Manager will proactively communicate with the LAR UR2 Group Project Chair, to define meeting objectives; select conveniently-located and accessible venues; prepare concise agendas; identify, invite, and engage participants; and summarize meeting minutes with action items. Meeting agendas will be submitted electronically five (5) business days prior to the meeting date and minutes submitted electronically within five (5) business days following the meeting date. CWE will participate in coordination meetings with other Permittees, Permittee Groups, Regional Board staff, and consultants as necessary to result in the implementation of a monitoring effort that achieves the Permit objectives of being a CIMP. Using timely, concise communications; focused, results-oriented meetings; and efficient staff management, CWE will facilitate and document the LAR UR2 Group's decision making and CIMP implementation process.

#### Deliverables 1.1.1 – Develop a Project Schedule and Update Quarterly

A Six Year CIMP Implementation Project Schedule, accounting for all RFP identified project tasks, has been provided to the LAR UR2 WMA Permittees. This Scope of Work is limited to implementation and monitoring tasks scheduled for completion by June 30, 2016, and MS4 Permit Annual Reporting Tasks due to the Board by December 15, 2016. This schedule is subject to revision based on Permittee recommendations, LARWQCB Draft CIMP comments, and the inclusion or deletion of proposed and optional tasks at the direction of the LAR UR2 Group Chair and will be updated approximately quarterly for distribution during other Permittee meetings. One critical storm, one critical dry-weather, two qualifying storm, and one qualifying dry-weather monitoring events will be scheduled annually.

#### Deliverables 1.1.2 - Kick-Off Meeting

Within two (2) days of Notice to Proceed (NTP) receipt, the CWE Project Manager will prepare and electronically submit to the LAR UR2 Group Chair, a CIMP Implementation Project Kick-off Meeting agenda, identifying a morning date within seven (7) working days of NTP receipt. Agenda items will, at a minimum, include LARWQCB CIMP approval status, Scope of Work confirmation, the draft field log form identified in RFP Task 2.3.1, a discussion of any Optional Tasks or Suggested Task Modifications, Monitoring Equipment Procurement Options, and any other pertinent project and administrative details.

#### Deliverables 1.1.3 - Field Sampling Site Location Kick-Off Meeting

Within two (2) days of NTP receipt, the CWE Project Manager will prepare and electronically submit to the LAR UR2 Group Chair, a CIMP Field Sampling Site Location Kick-off Meeting agenda, identifying an afternoon date within seven (7) working days of NTP receipt. The agenda will identify the eight (8) proposed CIMP monitoring locations and a visitation schedule.

#### Deliverables 1.1.4 - Prepare One Quarterly Project Budget Status Summary

In advance of the first task 2.1.1 group meeting, CWE will prepare a quarterly memoranda, summarizing expended and remaining task budgets, estimated percent work completed, work not completed, and a justification as to why it was not completed, had become unnecessary, or budget diverted to other tasks.

#### Task 1.2 – CIMP Implementation Tasks

Assuming issuance of a prior NTP, CWE will begin implementation within ninety (90) days of being advised of LARWQCB Executive Officer Approval of the Draft LAR UR2 WMA CIMP. Initial implementation activities include kick-off meetings, equipment procurement, encroachment permit application, development of a Health and Safety Plan (HASP), and finalization of the Quality Assurance Project Plan (QAPP) based on client contacts, consultant, and laboratory selection data. Monitoring will be initiated as soon as practical; however, if permitting or other delays are encountered, the LAR UR2 Group Chair may authorize that only a portion of the planned monitoring is completed, or that the schedule for the rotating sites be modified to reflect the permitting or operational status of the individual monitoring locations. Monitoring equipment procured under this contract will remain the property of the LAR UR2 Group Permittees, along with the responsibility for theft, loss, damage, vandalism, and maintenance.

#### Deliverable 1.2.1 - Monitoring Equipment Selection Memorandum

Following the Kick-Off meetings, the CWE Team will prepare a Technical Memorandum (TM#1) summarizing monitoring equipment options, their pros and cons, costs, procurement timeframes; permitting requirements, application review time, costs; recommended installation concept approaches, operation and maintenance, for the receiving water, fixed, and outfall monitoring sites. The LAR UR2 Group Chair will have two weeks to review the contents of TM#1, prior to its revision and finalization.

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The Group Chair will be advised of anticipated equipment delivery dates, prior to ordering, for potential coordination with Permitting review. Unforeseen delays in TM#1 review, equipment delivery, permitting, or installation coordination may result in an extension of the 90 day deadline for installation of monitoring equipment and appurtenances.

#### Deliverables 1.2.2 - Field Sampling Site Permitting

Most of the monitoring sites will require Los Angeles County Department of Public Works (or Flood Control District) Encroachment Permits and the LAR UR2-RW site, will likely additionally require a United States Army Corps of Engineers Permit, and/or Union Pacific Railroad Approval. While the County has planned for the consideration of these CIMP-related Permit Applications, the LAR UR2 WMA is likely to be among the first applicants, which may result in an extended initial review processes. Significant pre- and post-application communications, with the Permitting agencies, will be shared with the LAR UR2 Group Chair and electronic copies of the applications provided to the Group.

#### Deliverable 1.2.3 – Monitoring Event Mobilization Standard Operating Procedures (SOPs)

A Technical Memorandum (TM#2) detailing sampling team activation procedures as identified in the RFP and annual monitoring section, decision criteria, website (and rain gauge) information, draft field reports forms, identified staff supporting sampling, and key monitoring personnel contact information, will be provided to the LAR UR2 Group Chair for review. The TM will reflect the following RFP identified criteria, pending any revisions necessitated during Regional Board review of the Draft CIMP.

CWE will be responsible for Monitoring Event Mobilization (MEM) and shall notify the LAR UR2 Group Chair, and Permittees, at the email addresses identified in the QAPP, 56 to 40 hours prior the start of dry-weather or forecasted qualifying storm event start. This will be repeated at 32 to 16 hours prior to the forecasted start of the qualifying event, and once monitoring equipment has been installed and is ready for storm flow initiated activation in the field. For emails not initiated from the field, the following supporting information will be provided based on National Weather Service (NWS) forecasts:

- a) Forecast date and starting period for the storm event
- b) Forecast highest 24-hour rainfall depth during the storm event
- c) Forecast precipitation probability during the storm event starting period
- d) Source(s) of the items (a) through (c)
- e) Tests to be run on samples taken at each site (may be an attachment)
- f) Confirmation that the laboratory has been notified to expect samples
- g) Name and cell phone number(s) of CWE's storm event coordinator

In the event that a predicted storm event does not produce runoff-generating flows, an applicable dry-weather sample may be collected. CWE will make reasonable effort to advise the Permittees in advance of MEM, however we cannot be responsible for failed communications, changed addresses, changing Permittee staff assignments, communication systems without voice mail, and auto reply delivery failure messages. Additional notifications to the LAR UR2 Group Chair, can be accommodated; however, we suggest that they be limited to equipment readiness and event demobilization. Typically the latter occurs shortly after sample delivery to the laboratory and is significantly redundant.

#### Deliverable 1.2.4 – Revise and Finalize the CIMP Quality Assurance Project Program (QAPP)

Appendix E of the Draft LAR UR2 CIMP, is a generic QAPP that must be finalized to identify client contacts, implementing consultant, staffing assignments, analysis protocols for the selected laboratory, and other project specific information protocols and procedures. In addition, the regulatory authority often reviews and sometimes must approve the project QAPP prior to monitoring, although this is typically more true of grant supported research studies rather than for MS4 Permit compliance

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monitoring. Sample collection and field measurements will be performed in accordance with the process and procedures set forth in the final project QAPP. The CWE Team will revise the generic QAPP in the CIMP and submit a final QAPP identifying contact and individual staffing assignments prior to the start of any field work in connection with this project.

#### Deliverables 1.2.5 – Develop Health And Safety Plan (HASP)

Following receipt of the NTP, but prior to beginning monitoring or intensive site investigations, a project specific HASP will be developed by CWE and submitted for review by Brain Bensen of Weston Solutions, a Certified Industrial Hygienist. The project specific HASP includes emergency contact information, site access, site safety, and directions for attaining urgent, or emergency, health care and other emergency services. It is intended to be an integral part of the project field monitoring and safety equipment. CWE will develop and submit an electronic Portable Document File (PDF) version of the HASP prior to the start of any field work in connection with this project.

#### Task 1.3 –Non-Stormwater Outfall Screening and Monitoring

Within seven (7) calendar days following Regional Board CIMP approval, HASP approval, and field log form approval, the CWE Team will be prepared to commence the multi-step Non-Stormwater (NSW) Outfall Screening and Monitoring Program to identify and address NSW discharges, as described in the CIMP. While planned for the Spring of 2015, the task may be deferred due to late season rainfall and groundwater derived, false NSW, discharge observations. The CWE Team will refer to Section 5 of the Board Approved LAR UR2 WMA CIMP for program specifics. The CWE Team will prioritize NSW sources for assessment and investigation, in an effort to identify potential sources of significant discharge based on flow or water quality characteristics. The CWE Team will notify the relevant Permittees immediately, if a potential illicit discharge as defined in the MS4 Permit is observed during field screening activities.

#### Deliverable 1.3.1 - Develop and Submit Outfall Field Log Form

Within two (2) days of NTP receipt, the CWE Project Manager will prepare and electronically submit to the LAR UR2 Group Chair, a draft field log form upon which to collect outfall information as identified in RFP Task 2.3.1. At a minimum, the form will cause data to be acquired about outfall dimensions, water quality characteristics, and receiving water conditions. The form shall be approved by the LAR UR2 Group Chair prior to initiating the multi-step NSW Outfall Screening and the Monitoring field program.

#### Deliverable 1.3.2 – NSW Outfall Monitoring Data Collection and Analysis

Using the approved field log form (deliverable 1.3.1), conduct NSW Outfall Screening and Monitoring as characterized by Table 5-3 of the draft CIMP and following the protocols identified in the Approved CIMP. Summarize and analyze the collected outfall characteristics and monitoring data for flowing outfall sites observed during the screening event. CWE will submit a post-event Technical Memorandum (TM#3) within 30 calendar days after conclusion of the NSW Outfall Screening event.

#### Deliverable 1.3.3 – Photo-Document NSW Outfall Screening Conditions

Scanned copies of field logs and photo-documentation of discharged conditions will be archived in accordance with the CIMP to meet Monitoring and Reporting Program requirements. The photos will be in an electronic format and show, but not be limited to, outfall condition, non-stormwater discharge, and upstream and downstream receiving water conditions.

#### Deliverable 1.3.4 - Prioritize NSW Outfalls for Discharge Source Assessment

Develop a Technical Memorandum (TM#4) that identifies and prioritizes outfalls with significant NSW discharges based on the criteria in the CIMP (Final Draft CIMP – Table 5-1). This TM will include a prioritization of outfalls for NSW Discharge Source Assessment based on CWE's Best Professional Judgment and following the MS4 Permit and CIMP procedures and investigation schedule.

#### Deliverable 1.3.5 - Maintain Database of MS4 Outfalls in the LAR UR2 WMA

CWE has previously developed and populated a Microsoft Excel® workbook of worksheets for interim use by the LAR UR2 Group in complying with the 2012 MS4 Permit outfall database requirements. The relevant inspection and monitoring worksheet fields, as described in Section 5.3 of the Draft CIMP, within that database shall be updated with the outfall inspection and monitoring data gathered under deliverable 1.3.2. The workbook database inventory shall identify and prioritize the outfalls with known significant stormwater discharges and those outfalls which appear to require no further assessment at this time.

#### Task 1.4 – Monitoring Site Installations

Following NTP receipt, Regional Board Executive Officer LAR UR2 WMA CIMP Approval, and issuance of required access or installation (encroachment) permits, CWE will, within ninety (90) days, install the procured monitoring equipment appurtenances and be ready to conduct monitoring at the CIMP receiving water monitoring location LARUR2-RW, located near the rail bridge over the Los Angeles River at the eastward extension of Tweedy Lane in the City of South Gate. Furthermore, CWE will, within the same time schedule, install the procured monitoring equipment appurtenances and be ready to conduct monitoring at the CIMP Fixed Stormwater Outfall Monitoring Site LARUR2-RHO, located in the John Anson Ford North Parking Lot in the City of Bell Gardens. If issuance of the monitoring equipment installation permits is delayed, dry-weather receiving water grab samples may be collected by US Army Corps of Engineers (USACE) direct access permit, or under supervision of LACDPW staff, from the Rio Hondo and Los Angeles River channels. If flows are absent from LARUR2-RHO, conditions would be photographed and recorded. Receiving Water and Outfall water quality monitoring will be coordinated, to the degree possible, so that discharges from LAR UR2 WMA Outfalls maybe correlated with receiving water quality.

Following NTP receipt, Regional Board Executive Officer LAR UR2 WMA CIMP Approval, and issuance of required access or installation (encroachment) permits, CWE will, within ninety (90) days, install appurtenances (boxes, brackets and conduits), necessary for the procured monitoring equipment and be ready to conduct monitoring at the six (6) rotating Stormwater Outfall Monitoring Sites: Group 1, LARUR2-DRO and -EO; Group 2, LARUR2-NO and -WO; and Group 3, LARUR2-NVO and -FWO. Since these sites are intended for MS4 Permit Stormwater Outfall Monitoring elements, it is anticipated that all permitting should be complete before the start of the typical storm season in October 2015.

#### 2.0 Annual Monitoring Tasks and Deliverables

Tasks and deliverables identified in this section are to primarily be undertaken during the period from July 1, 2015 through June 30, 2016, which is MS4 Permit identified Annual Monitoring and Reporting period, which will be characterized in the Annual Report to be submitted by December 15, 2016, as will be further discussed in the next major section. Tasks in this section would be assumed to be repeated annually, under future agreements or contracts. They include Project Management, Receiving Water and Stormwater Outfall monitoring, Laboratory Analysis, Analytical Data Management and Submission, NSW Source Assessment, and potentially, in the future, NSW Outfall monitoring, if the NSW discharge source assessments are unsuccessful in identifying and eliminating significant NSW discharge and non-, or problematic conditionally, exempt dry-weather urban runoff flows.

#### Task 2.1 – Project Management, Coordination and Meetings

Project management and administration will be led by CWE and include sub consultant and analytical laboratory guidance, staff chartering, interagency coordination, scheduling, budget tracking, and invoicing, so that project deliverables arrive on schedule and within budget. The CWE Project Manager will proactively communicate with the LAR UR2 WMA Project Chair, to define meeting objectives, select conveniently located and accessible venues, prepare concise agendas, identify, invite and engage participants, and summarize meeting minutes with action items. Draft meeting agendas will be submitted electronically five (5) business days prior to the meeting date and minutes submitted electronically within five (5) business days following the meeting date. CWE will participate in coordination meetings with other Permittees, Permittee Groups, Regional Board staff, and consultants as necessary to result in the implementation of a monitoring effort that achieves the Permit objectives of being a CIMP. Using timely, concise communications, focused, results-oriented meetings, and efficient staff management, CWE will facilitate and document the LAR UR2 Group's decision making and CIMP implementation process.

#### Deliverables 2.1.1 – Conduct Six (6) Group Meetings during the Monitoring Year

CWE will schedule, prepare agenda, presentations, and summary notes for up to six (6) LAR UR2 Group meetings between July 1, 2015 and December 15, 2016. Agenda items for discussion during these meetings include CIMP implementation status, monitoring results for the prior sampling event, equipment status and needs, changes to the analyte lists, upcoming, events, reporting tasks, and discussion items.

#### Deliverables 2.1.2 – Attend Four (4) Intergroup Meetings

During the July 1, 2015, to June 30, 2016 monitoring year period, CWE will attend, participate in, and professionally support the LAR UR2 WMA Permittees, as they direct, in up to four (4) meetings with other Los Angeles River Watershed WMP or EWMP Groups, Regional Board staff, watershed stakeholders, or consultants, to coordinate and integrate the implementation of the several Board approved CIMPs.

#### Deliverables 2.1.3 – Prepare Four Quarterly Project Budget Status Summaries

In advance of the deliverable 2.1.1 group meetings, CWE will prepare quarterly memoranda, summarizing expended and remaining task budgets, estimated percent work completed, work not completed, and a justification as to why it was not completed, had become unnecessary, or budget diverted to other tasks.

#### Task 2.2 – Receiving Water CIMP

Assuming issuance of a prior NTP, CWE will be prepared to begin CIMP implementation within ninety (90) days of advisement of Regional Board Executive Officer approval of the LAR UR2 WMA CIMP. Monitoring will be initiated as soon as practical; however, if permitting or other delays are encountered, the LAR UR2 WMA Chair may authorize that a portion of the monitoring be completed, or the schedule for the rotating sites modified to reflect the permitting or operational status of the individual monitoring locations. Mobilization and notification procedures will follow the SOPs developed as TM #2 or deliverable 1.2.3.

Based on the 2012 MS4 Permit and CIMP criteria for critical (first storm and low flow month) and qualifying dry- and wet-weather sampling, one critical storm, one critical dry-weather, two qualifying storm, and one qualifying dry-weather Receiving Water monitoring events, at LARUR2-RW and -RHO will be scheduled prior to June 30, 2016 and annually in any future contract years. The initial list of constituents, and their frequency of analysis, are identified in the Permit and CIMP, but are subject to change based on monitoring results from completed events. Proposed analytical testing lists, for each planned event, will be provided in advance to the LAR UR2 Group Chair and Permittees, following presentation of the results from the most recently completed monitoring event.

#### Deliverables 2.2.1 – Conduct Receiving Water Monitoring Events

For the LARUR2-RW and LARUR2-RHO monitoring locations and each of the two (2) dry-weather and three (3) wet-weather receiving monitoring events, CWE will track weather forecasts, prepare sampling equipment, collect water quality samples, make laboratory delivers, and have the water quality samples analyzed by standard or EPA approved methods for common parameters and pollutants. Raw electronic laboratory reports are typically certified within 21 days of collection and will be forwarded, without summary or thoughtful analysis, to the LAR UR2 WMA Group Chair.

#### Deliverables 2.2.2 - Prepare Post-Event Receiving Water Monitoring Memoranda

For the LARUR2-RW and LARUR2-RHO monitoring locations and each of the two (2) dry- and three (3) wet-weather receiving monitoring events, CWE prepare a brief post-event water quality summary memorandum within thirty (30) calendar days after each receiving water monitoring event. The format of these summaries should assist the LAR UR2 WMA Permittees in better understanding whether 2012 MS4 Permit Objectives and Annual Reporting requirements, such as demonstrating Permit compliance and achieving Basin Plan and Receiving Water Limitations and beneficial uses, are being addressed and provide guidance to the Permittees regarding the implementation of watershed control measures.

#### Task 2.3 – Stormwater Outfall CIMP

Assuming issuance of a prior NTP, CWE will be prepared to begin CIMP implementation within ninety (90) days of advisement of Regional Board Executive Officer approval of the LAR UR2 WMA CIMP. Monitoring will be initiated as soon as practical; however, if permitting or other delays are encountered, the LAR UR2 WMA Chair may authorize that a portion of the monitoring be completed, or the schedule for the rotating sites modified to reflect the permitting or operational status of the individual monitoring locations. Mobilization and notification procedures will follow the SOPs developed as TM #2 or deliverable 1.2.3.

Based on the 2012 MS4 Permit and draft CIMP, one critical (first storm) and two qualifying Stormwater Outfall monitoring events would be undertaken prior to June 30, 2016, and annually in any future contract years. The six (6) rotating Stormwater Outfall Monitoring sites are paired, with Pair 1consisting of monitoring sites LARUR2-DRO and -EO; Pair 2 consisting of sites LARUR2-NO and -WO; and Pair 3 consisting of sites LARUR2-NVO and -FWO. During each of the three (3) storm events, one pair of rotating Stormwater Outfall Monitoring Sites would be monitored, so that each of the six rotating sites will be monitored once during the monitoring contract period. The initial list of constituents, and their frequency of analysis, are identified in the Permit and CIMP, but are subject to change based on monitoring results from completed events. Proposed analytical testing lists, for each planned event, will be provided in advance to the LAR UR2 Group Chair and Permittees, following presentation of the results from the most recently completed monitoring event.

#### Deliverables 2.3.1 – Conduct Stormwater Outfall Monitoring Events

For the active pair, among the six (6) rotating Stormwater Outfall Locations, during each of the three (3) Stormwater Outfall monitoring events, CWE will track weather forecasts, prepare sampling equipment, collect water quality samples, make laboratory delivers, and have the water quality samples analyzed by standard or EPA approved methods for common parameters and pollutants. Raw electronic laboratory reports are typically certified within 21 days of collection and will be forwarded, without summary or thoughtful analysis, to the LAR UR2 WMA Group Chair.

#### Deliverables 2.3.2 – Prepare Post-Event Stormwater Outfall Memoranda

For the active pair, among the six (6) rotating Stormwater Outfall Locations, during each of the three (3) Stormwater Outfall monitoring events, CWE prepare a brief post-event water quality summary

memorandum within thirty (30) calendar days after each receiving water monitoring event. The format of these summaries should assist the LAR UR2 WMA Permittees in better understanding whether 2012 MS4 Permit Objectives and Annual Reporting requirements, such as demonstrating Permit compliance and achieving Basin Plan and Receiving Water Limitations and beneficial uses, are being addressed and provide guidance to the Permittees regarding the implementation of watershed control measures.

#### Task 2.4 – NSW Discharge Source Assessment Investigation

Following the NSW discharging Outfall prioritization approved by LAR UR2 Group Chair in TM#4 (deliverable 1.3.4), conduct NSW discharges source assessment investigations for the first third of the prioritized outfalls between July 1, 2015 and March 30, 2016. This task will be completed on a time and materials basis, as the size and complexity of the various subwatersheds vary and TM#4 has not been completed so that the clients' intent have not been fully identified.

#### Deliverables 2.4.1 - Conduct Monitoring and Prepare Summary Memoranda

Based on the source assessment findings, for the first third of the prioritized NSW discharging Outfalls identified in TM#4, prepare a Technical Memorandum (TM#5) identifying likely or potential NSW or exempt discharge source(s), with control recommendations, by May 31, 2016; this would be submitted to the LAR UR2 WMA Group Chair for two weeks of review and then finalized by June 30, 2016.

#### Task 2.5 – Data Management

The RFP accurately references 2012 MS4 Permit, Attachment E, Part XIV.L, which directs that laboratory result data submissions be submitted in Southern California Municipal Stormwater Monitoring Coalition's (SMC) Standardized Data Transfer Format (SDTFs). However, CWE has been advised by Southern California Coastal Water Research Project (SCCWRP) and Regional Board staff to anticipate that the California Environmental Data Exchange Network (CEDEN) format will be followed instead. Monitoring locations and analytical data worksheets, in the Outfall Database Excel® Workbook previously provided to the LAR UR2 WMA, were pre-configured to conform to CEDEN format so that the data would be similarly archived by the LAR UR2 Group and State Water Resources Control Board. The CWE team strategically pairs CWE and Weston Solutions staff for this task, so that critical QA/QC steps would be shared, while allowing alternative data manipulation, analysis, summary, archiving, presentation, and reporting perspectives to be compared and contrasted, leaving the LAR UR2 WMA with the best work product.

#### Deliverables 2.5.1 - Monitoring Event Specific Electronic Data Submission

Following the completion of each monitoring event, or major monitoring activity, the CWE Team will submit electronic data files in an appropriate electronic format, such as CEDEN or the Permit identified SMC SDTF, for review by the LAR UR2 Group Chair. The Permittee Chair will review the file and provide comments within 15 calendar days of receipt, so the CWE Team can revise and re-submit the data files within 15 calendar days from the receipt of Chair comments.

#### Task 2.6 – Laboratory Analysis Capabilities

The RFP indicates that the selected laboratory must have the ability to perform the water quality analyses meeting the approved/modified detection and reporting limits identified in the CIMP and MS4 Permit. In an analysis prepared in 2013, none of the 6 laboratories contacted met all of the 2012 MS4 Permit Table E-2 Minimum Level values for all parameters, although Calscience in Garden Grove, a member of the international Eurofins laboratory family, was among the better performers. Since laboratory pricing and quality controls may change over the duration of a project, CWE would propose to not contractually constrain ourselves to one environmental monitoring analytical laboratory; however, for the LAR UR2

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WMA CIMP implementation project, we anticipate the vast majority of chemical water quality analytical samples will be sent to Calscience. If required, Gas Chromatography High Resolution Mass Spectrometry samples would be forwarded to the Pennsylvania Eurofins Laboratory. Toxicity or bioassays samples, including any Toxicity Identification Evaluations (TIE) or Toxicity Reduction Evaluations (TRE) would most likely be subcontracted to Aquatic Bioassay and Consulting Laboratories in Ventura. Since stormwater monitoring is inherently unpredictable and bacteria samples have a very short 8 hour hold time between sample collection and analysis, CWE is currently negotiating with Silliker Laboratories of Cypress to accept stormwater samples 24/7/365, although other laboratories, such as Test America in Irvine or Weck Laboratories in Industry may ultimately be selected for these analyses. CWE will continue to do our best to protect your budget by collecting and delivering samples during normal business hours, whenever possible. Our budget estimate and laboratory costs are based on the draft CIMP and negotiated agreement with Calscience; however, the required list of analytes is expected to expand over the period and may be subject to budget adjustments, resulting from additional analyses or more costly methods.

#### Deliverables 2.6.1 – Summarize Laboratory Monitoring Capabilities and ELAP Certification

The CWE Team will submit a comparison demonstrating that the environmental water quality analytical laboratory is Environmental Laboratory Accreditation Program (ELAP) certified and capable of performing the water quality analysis meeting the approved/modified laboratory detection and reporting limits described in the CIMP, and requirements of the MS4 Permit, prior to the first monitoring event.

#### 3.0 2016 Annual Reporting Tasks and Deliverables

In addition to 2012 MS4 Permit identified mandatory semi-annual monitoring data submissions and Municipal Action Level (MAL) related reports, on January 26, 2015, at the MS4 Permit Technical Advisory Committee (TAC) meeting, LARWQCB staff proposed that Permittee Annual Reports no longer be accepted and that WMP Group Annual Reports be required beginning with the December 2106 submittal. Since the report format has not been finalized, it is unclear how the individual LAR UR2 WMA Permittees would anticipate a seamless integration of their divergent reports together, especially if common date collection formats are rejected or unused by individual members of the group.

#### Deliverables 3.1 – Prepare Two Quarterly Project Budget Status Summaries

Prior to and immediately following, submittal of the 2016 Annual MS4 Permit Report, CWE will prepare two quarterly memoranda, summarizing expended and remaining task budgets, estimated percent work completed, work not completed, and a justification as to why it was not completed, had become unnecessary, or budget diverted to other tasks.

#### Deliverables 3.2 - Submit Draft 2015 MS4 Permit Annual Report

Based on the 2001 MS4 Permit Annual Report format, using Permittee provided data applicable to that Permit Annual Report format, adding CIMP Section 10.2, and the Annual Assessment and Reporting requirements identified in MS4 Permit Attachment E, Part XVIII, the CWE Team will submit an electronic draft Annual Report to the LAR UR2 WMA Chair, no later than October 15, 2015.

#### Deliverables 3.3 - Submit Final 2015 MS4 Permit Annual Report

Based on comments received by November 1<sup>st</sup>, the CWE Team will revise and finalize deliverable 3.2, and submit the draft to the LAR UR2 WMA Chair, no later than November 30, 2015.

#### Deliverables 3.4 – July 1, 2015 to December 31, 2015 Semi-Annual Data Submission

Following approval of the electronic data, as indicated by deliverable 2.5.1, the CWE Team will prepare the first semi-annual data submission report for the period from July 1, 2015 to December 31, 2015, in accordance with MS4 Permit and/or Regional Board guidance, as characterized in CIMP Section 10.1.2. The data report will be submitted to the LAR UR2 Group Chair no later than April 15, 2016 and, once the Chair has determined the data to be responsive to the Permit MRP, either the Group Chair or CWE will submit the electronic report to the Regional Board, and obtain a confirmation of their receipt.

#### Deliverables 3.5 - January 1, 2016 to June 30, 2016 Semi-Annual Data Submission

Following approval of the electronic data, as indicated by deliverable 2.5.1, the CWE Team will prepare the first semi-annual data submission report for the period from January 1, 2016 to June 30, 2016, in accordance with MS4 Permit and/or Regional Board guidance, as characterized in CIMP Section 10.1.2. The data report will be submitted to the LAR UR2 Group Chair no later than October 15, 2016 and, once the Chair has determined the data to be responsive to the Permit MRP, either the Group Chair or CWE will submit the electronic report to the Regional Board, and obtain a confirmation of their receipt.

#### Deliverables 3.6 - Prepare Municipal Action Level (MAL) Assessment Report

The CWE Team will prepare a Municipal Action Level (MAL) Assessment Report, to be included as a Appendix to the 2016 Annual Report, in accordance with Attachment G of the MS4 Permit. The draft will be submitted to the LAR UR2 Group Chair by November 1, 2016.

#### Deliverables 3.7 – Prepare MAL Action Plan for MS4 Permit Annual Report

If stormwater monitoring data exceeds the MALs specified in Attachment G of the MS4 Permit, the CWE Team will prepare a MAL Action Plan, to be included as a Appendix to the 2016 Annual Report, in accordance with Attachment G of the MS4 Permit. The draft will be submitted to the LAR UR2 Group Chair by November 1, 2016.

#### Deliverables 3.8 - Submit Draft 2016 MS4 Permit Annual Report

Based on the format being developed by the LARWQCB, CIMP Section 10.2, and the Annual Assessment and Reporting requirements identified in MS4 Permit Attachment E, Part XVIII, the CWE Team will submit an electronic draft Annual Report to the LAR UR2 WMA Chair, no later than October 15, 2016.

#### Deliverables 3.9 - Submit Final 2016 MS4 Permit Annual Report

Based on comments received by November 1<sup>st</sup>, the CWE Team will revise and finalize deliverable 3.8, and submit the draft to the LAR UR2 WMA Chair, no later than November 30, 2016.

Equipment/	Monitoring	Monitoring	Monitoring	Monitoring	Monitoring
LUUIDIIICIII/	WICHILDIIII	WICHILDINING	WICHILDINING	IVIOLITOTITA	WICHILDIIII

	Lquipinent	wormoning	ivioriitorii ig	worm or mag	worm or mag	wormoning			
Fiscal Period	Implement	Year 1	Year 2	Year 3	Year 4	Year 5	Optional <sup>1</sup>	Optional Tasks	Row Totals
3/1/15-6/30/15	\$240,000						\$70,937	1	\$310,937
7/1/15-6/30/16	\$67,205	\$230,000					\$122,020	5+1/5(3+6)	\$419,225
7/1/16-6/30/17		\$49,130	\$230,000				\$142,924	4+9+1/5(3+6+7)	\$422,054
7/1/17-6/30/18			\$53,564	\$240,000			\$76,000	1/5(3+6+7)	\$369,564
7/1/17-6/30/19				\$48,132	\$220,000		\$76,000	1/5(3+6+7)	\$344,132
7/1/19-6/30/20					\$42,836	\$220,000	\$76,000	1/5(3+6+7)	\$338,836
7/1/20-12/15/20						\$47,638	\$40,000	1/5(7)	\$87,638
Column Totals	\$307,205	\$279,130	\$283,564	\$288,132	\$262,836	\$267,638	\$603,881	Total=	\$2,292,386

<sup>&</sup>lt;sup>1</sup> Several Optional Tasks Presented for Budgeting Purposes Only. Actual Scope and fee would be determined on Time and Materials Basis.

#### **Equipment Cost Options**

			Required		Choose one	e option (4)				Requi	red				
Type of Site	Location	Enclosure	Installation supplies and equipment	Hach 950FM with SD900 sampler	New Hach 900MAX	Isco 6700 w/ bubbler module (AV pipe module)	Campbell CR 1000 + sd900	Intake tubing	Battery	Bottles (assume 9 per station)	Labor procure (1)	Labor install (2)	Labor O&M (3)	Notes	High Cost
Receiving Water	LARUR2-RW	\$550	\$1,700	\$9,130	\$7,500	\$7,200	\$7,800	\$553	\$250	\$505	\$3,500	\$2,400	\$200	Large trap channel, secure enclosure on concrete pad and secure conduit for tubing and bubbler line with angle iron or curb-style armour, keep ready for monitoring with no electronics stored on site	\$18,788.00
Fixed Stormwater Outfall	LARUR2-RHO	\$550	\$1,400	\$9,130	\$7,500	\$7,200	\$7,800	\$553	\$250	\$505	\$3,200	\$2,400	\$200	Large rectangular channel, secure enclosure on concrete pad and secure conduit for tubing and bubbler line with angle iron or curbstyle armour, keep ready for monitoring with no electronics stored on site	\$18,188.00
Rotating Stormwater Outfall Group 1	LARUR2-FWO	\$550	\$1,700					\$553				\$2,400	\$200	Large pipe, secure enclosure on concrete pad and secure conduit for tubing and area velocity bubbler line with angle iron or curb-style armour, keep ready for monitoring with no electronics stored on site	\$19,008.00
Rotating Stormwater Outfall Group 1	LARUR2-WO	\$550	\$1,700	\$9,350	\$7,900	\$7,500	\$7,500	\$150	\$250	\$505	\$3,500	\$2,400	\$200	Proposed to sample discharge point into BD-Wash. Large pipe, secure enclosure on concrete pad and secure conduit for tubing and area velocity bubbler line with angle iron or curb-style armour, keep ready for monitoring	\$5,000.00
Rotating Stormwater Outfall Group 1	LARUR2-EO	\$550	\$1,700					\$553				\$4,800	\$200	Confined space entry required. Large conveyance, secure enclosure on concrete pad and secure conduit for tubing and area velocity bubbler line with angle iron or curb-style armour, keep ready for monitoring	\$7,803.00
Rotating Stormwater Outfall Group 2	LARUR2-DRO	\$550	\$1,700					\$553				\$4,800	\$200	Confined space entry required. Large conveyance, secure enclosure on concrete pad and secure conduit for tubing and area velocity bubbler line with angle iron or curb-style armour, keep ready for monitoring	\$21,408.00
Rotating Stormwater Outfall Group 2	LARUR2-NO	\$550	\$1,700	\$9,350	\$7,900	\$7,500	\$7,500	\$553	\$250	\$505	\$3,500	\$4,800	\$200	Confined space entry required. Large conveyance, secure enclosure on concrete pad and secure conduit for tubing and area velocity bubbler line with angle iron or curb-style armour, keep ready for monitoring	\$7,803.00
Rotating Stormwater Outfall Group 2	LARUR2-NVO	\$550	\$1,700					\$553				\$4,800	\$200	Confined space entry required. Large conveyance, secure enclosure on concrete pad and secure conduit for tubing and area velocity bubbler line with angle iron or curb-style armour, keep ready for monitoring	\$7,803.00
TOT	ALS													<u> </u>	\$105,801.00

Notes

- 1 Includes station design, spec equiment, procure, shipping, and taxes
- 2 Includes installation of protected intake tubing, and sensor cable
- For 5-years total. Occurs during dry weather sampling
- Recommend using one flowmeter-sampler brand configuration for ease in rotating sites



#### LAR UR2 WMA CIMP Implementation Fee Schedule

Project Implementation Tasks and Deliverables March 1, 2015 - September 30, 2015

						C,	ΝE								We	ston Soluti	ons								
Subsection Task or Delierable	Description	Principal	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Sr. Env. Scientist	Admin. Assistant	Subtotal	Subtotal	Senior Project Manager	CIH PM	Senior Scientist	Engineer Scientist 3	Scientist 1	GIS/Data Management	Accounting	Subtotal	Subtotal	Equipment or	Consultant	Mileage Distance	Mileage Costs	Line Item Costs
Dellerable		(Pereira, Bapna)	(Greene)	(Pendroy, Pineda)	(Gins, Zahraei)	(Harrel)	(Paulsen, Jen)	(Rivers, Garza, Garg)	,	Labor Hours	Cost	(Crumpacker)	(Bensen Tobias Goodwin)	(Owen, Engelhorn, Margolis)	(Mattson, Huber et al.)	Field Staff	(Dister)	(Ventures)	Labor Hours	Cost	Laboratory Analysis <sup>1</sup>	Oversight			
		\$202	\$175	\$152	\$134	\$111	\$83	\$113	\$73			\$175	\$160	\$135	\$120	\$90	\$145	\$84							
Subse	ection 2.1 Project Implementation Tasks and Deliverables																								
Task 1	Project Management, Coordination, and Meetings																								
1.1	Develop a Project Schedule and Update Monthly		6				12			18	\$2,046								0	\$0		\$0		\$0	\$2,046
	Kick Off Meeting	4	8				6	6	2	26	\$3,530	4		4					8	\$1,240		\$186	60	\$35	\$4,991
1.3	Field Sampling Site Location Kick Off Meeting	4	8				8	6	2	28	\$3,696			8	8				16	\$2,040		\$306	80	\$46	\$6,088
1.4	Conduct Six (6) Group Meetings During the Implementation Period	8	48					48		104	\$15,440	)							0	\$0		\$0	360	\$207	\$15,647
1.5	Attend Four (4) Intergroup Meetings		32					32		64	\$9,216	)							0	\$0		\$0	240	\$138	\$9,354
1.7	Prepare Quarterly Memoranda Summarizing Project Budget Status	2	2					4		8	\$1,206	)							0	\$0			0	\$0	\$1,206
Task 2	CIMP Requirements																								
2.1/2	Receiving Water and Stormwater Outfall Monitoring																								
2.1/2.1	Monitoring Equipment Selection and Procurement Memorandum	4	24	40				60	4	132	\$18,160	)		32		32			64	\$7,200		\$1,080			\$26,440
2.1/2.1.a	ACOE, LACDPW, UPRR, Monitoring Location Permitting		12	72						84	\$13,044								0	\$0					\$13,044
2.1/2.1.b	Monitoring Equipment Procurement and Installation									0	\$0	)							0	\$0	\$105,801	\$15,870	400	\$230	\$121,901
2.1/2.2	Monitoring Event Mobilization Standard Operating Procedures	4	24	16				48	4	96	\$13,156			8					8	\$1,080		\$162		\$0	\$14,398
2.3	Non-Stormwater Outfall Screening and Monitoring																								
2.3.1	Develop and Submit Outfall Field Log Form		4	4			4	12	2	26	\$3,142					2			2	\$180		\$27		\$0	\$3,349
$2.3.2^{2}$	NSW Outfall Monitoring Data Collection and Analysis	4	20	36			104	104	1	269	\$30,237								0	\$0	\$17,160	\$2,574	900	\$518	\$50,489
2.3.3	Photo-document NSW Outfall Screening Conditions		6				20		4	30	\$3,002								0	\$0		\$0		\$0	\$3,002
2.3.4	Prioritize NSW Outfalls for Discharge Source Assessment	2	12			24		24	2	64	\$8,026	)							0	\$0		\$0		\$0	\$8,026
2.3.6	Maintain Database of MS4 Outfalls in the LAR UR2 WMA	1	12		24	40		12	2	91	\$11,460	)							0	\$0		\$0		\$0	\$11,460
Task 4	Quality Assurance Project Plan																								
4.1 <sup>2</sup>	Revise the Generic QAPP and Submit a Final Contract Specific QAPP	1	8					16	2	27	\$3,556								0	\$0		\$0		\$0	\$3,556
Task 5	Health and Safety Plan																					1		***	
5.1 <sup>2</sup>	Develop Health and Safety Plan	8		60						68	\$10,736		8						8	\$1,280		\$192		\$0	\$12,208
5.1	Botolog House and Garoty Hair										, , , , , ,									,===		Ψ172		ΨΟ	712/22
	TOTAL PROPOSED HOURS & FEE	42	226	228	24	64	154	372	25	1135	\$149,653	4	8	52	8	34	0	0	106	\$13,020	\$122,961	\$20,397	2040	\$1,173	\$307,205

These fees are based on the Draft Final CIMP submitted to the LARWQCB on June 26, 2014. These fees are subject to change and further negotiation based on LARWQCB comments, revisions, and final approval of the CIMP.



<sup>&</sup>lt;sup>1</sup> \$105,801 from equipment costs worksheet and \$17,160 in analytical costs (pH, metals, TKN, P, E. coli)

<sup>&</sup>lt;sup>2</sup> RFP calls for NSW Screening within 7 days of NTP, recommend waiting for CIMP Approval

LAR UR2 CIMP Implementation Fee Schedule
Project Annual Monitoring Tasks and Deliverables
July 1, 2015 - December 15, 2016

					Hourl	y Rate									Hourly Ra	ite								
						(	CWE								V	Veston Solu	tions					Sub		
Subsection Task or Delierable	Description	Principal	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Sr. Env. Scientist	Admin. Assistant	Subtotal		Senior Project Manager	CIH PM	Senior Scientist	Engineer Scientist 3	Scientist 1	GIS/Data Management	Accounting	Subtotal		Equipment & Lab Costs	Consultant	Mileage Costs	Line Item Costs
		(Pereira, Bapna)	(Greene)	(Pendroy, Pineda)	(Gins, Zahraei)	(Harrel)	(Paulsen, Jen)	(Rivers, Garza, Garg)		Labor Hours	Subtotal Cost	(Crumpacker)	(Bensen Tobias Goodwin)	(Owen, Engelhorn, Margolis)	(Mattson, Huber et al.)	Field Staff	(Dister)	(Ventures)	Labor Hours	Subtotal Cost		Oversignt		
		\$202	\$175	\$152	\$134	\$111	\$83	\$113	\$73			\$175	\$160	\$135	\$120	\$90	\$145	\$84						
	ection 2.2 Project Annual Monitoring Tasks and Deliverables																							
	Project Management, Coordination, and Meetings																		_					45.51
	Develop a Project Schedule and Update Quarterly		6				12	10		18	\$2,046								0	\$0		\$0	\$0	\$2,046
1.4	Conduct Six (6) Group Meetings During the Monitoring Year	8	48					48		104	\$15,440				+			<u> </u>	0	\$0		\$0	\$207	\$15,647
1.5 1.7	Attend Four (4) Intergroup Meetings	4	32			-		32		64 16	\$9,216 \$2,412				+			<u> </u>	0	\$0		\$0	\$138	\$9,354 \$2,412
	Prepare Quarterly Memoranda Summarizing Project Budget Status	4	4					8		10	\$2,412								0	\$0		\$0	\$0	\$2,412
	CIMP Requirements Receiving Water Monitoring (LARU2 RW1&RHO)																							
	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda		54				100	94		250	\$28.722				48				48	\$5,760	\$50,000	\$8,364	\$1.070	\$93,916
	Stormwater Outfall Monitoring (3 pair of 2 rotating)		56				100	94		250	\$20,722				40				40	\$5,760	\$50,000	\$8,364	\$1,070	\$93,910
	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda	,	42				84	84		213	\$24,420					48			48	\$4,320	¢27,700	¢/ 120	¢211	\$71,789
2.2.3	Non-Stormwater Outfall Monitoring	3	42				84	84		213	\$24,420					40			40	\$4,320	\$36,600	\$6,138	\$311	\$71,709
2.3 2.3.5.a			1			Time and	L Materials Bas	ic.	Į		1				Tim	e and Materia	ale Pacie	<u> </u>	1					\$30,000
	NSW Discharge Source Assessment Investigation <sup>1</sup>			1		Time and	viateriais bas	515						I	1 1111	e and Materia	dis Dasis							\$30,000
	Data Management  Monitoring Event Specific Electronic Data Submission							20		25	\$3.135	10					50		60	\$9,000		\$1.350	¢0	\$13.485
Task 7			5					20		25	\$3,133	10					50		60	\$9,000		\$1,350	\$0	\$13,465
	Laboratory Analysis							4.	-	21	\$2,581								0	4.0		40	40	\$2,581
7.1 Task 8	Summarize Laboratory Monitoring Capabilities and ELAP Certification  Reporting		4					16	I	21	\$2,561								0	\$0		\$0	\$0	\$2,561
8.1	July 1 to December 31 Semi-Annual Data Submission	2						0	1	17	\$2,431								0	\$1		¢o	\$0	\$2,431
0.1	January 1 to June 30 Semi-Annual Data Submission	2	0 6	1				0	1	17	\$2,431				1				0	\$0		\$0	\$0	\$2,431
	Submit Draft Annual MS4 Permit Annual Report		20					60	6	90	\$11,526				+				0	\$0		\$0	\$0	\$11,526
	Submit Final Annual MS4 Permit Annual Report	4	1 12					24	1	44	\$5.912				+				0	30		0.0	00	\$5,912
	Prepare Municipal Action Level (MAL) Assessment Report	4	12	·				60	2	78	\$9.834				1			1	0	\$0	1	\$0 \$0	\$0 \$0	\$9,834
	Prepare MAL Action Plan for MS4 Permit Annual Report	4	12					24	2	42	\$5.766							1	0	\$0	1	\$0	\$0	\$5,766
0.0	repairs the recent fram for most confine himan report	T 7	12					27			\$5,700				1			İ	Ť	1	İ	40	Ψ0	<del>+31.30</del>
	TOTAL PROPOSED HOURS & FEE	35	265	0	0	0	196	486	17	999	\$125,872	10	0	0	48	48	50	0	156	\$19,080	\$86,600	\$15,852	\$1,726	\$279,130

These fees are based on the Draft Final CIMP submitted to the LARWQCB on June 26, 2014. These fees are subject to change and further negotiation based on LARWQCB comments, revisions, and final approval of the CIMP.

<sup>1</sup> Provided for Budgeting Only. Task will be Scoped based on Time and Materials



LAR UR2 CIMP Implementation Fee Schedule
Project Annual Monitoring Tasks and Deliverables
July 1, 2016 - December 15, 2017

					Hourl	ly Rate									Hourly Ra	ate								
						,	CWE								١	Weston Solu	tions					Sub		
Subsection Task or Delierable	Description	Principal	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Sr. Env. Scientist	Admin. Assistant	Subtotal		Senior Project Manager	CIH PM	Senior Scientist	Engineer Scientist 3	Scientist 1	GIS/Data Management	Accounting	Subtotal		Equipment & Lab Costs	Consultant Coord. / Oversight	Mileage Costs	Line Item Costs
		(Pereira, Bapna)	(Greene)	(Pendroy, Pineda)	(Gins, Zahraei)	(Harrel)	(Paulsen, Jen)	,	(Warren Abbasfard)	Labor Hours	Subtotal Cost	(Crumpacker)	(Bensen Tobias Goodwin)	(Owen, Engelhorn, Margolis)	(Mattson, Huber et al.)	Field Staff	(Dister)	(Ventures)	Labor Hours	Subtotal Cost	İ	Oversignt		
		\$208	\$180	\$157	\$138	\$114	\$85	\$116	\$75			\$180	\$165	\$139	\$124	\$93	\$149	\$87					lacksquare	
	ection 2.2 Project Annual Monitoring Tasks and Deliverables																							
	Project Management, Coordination, and Meetings		_																					
	Develop a Project Schedule and Update Quarterly		6				12			18	\$2,107								0	\$0	)	\$0	\$0	\$2,107
	Conduct Six (6) Group Meetings During the Monitoring Year	8	48					48		104	\$15,903								0	\$0	)	\$0	\$207	\$16,110
	Attend Four (4) Intergroup Meetings		32					32		64	\$9,492								0	\$0	)	\$0	\$138	\$9,630
	Prepare Quarterly Memoranda Summarizing Project Budget Status	4	4					8		16	\$2,484								0	\$0	)	\$0	\$0	\$2,484
	CIMP Requirements																							
	Receiving Water Monitoring									050	400 504				- 10				- 10	<b>*</b> F 000				404.074
	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda Stormwater Outfall Monitoring		56				100	94		250	\$29,584				48				48	\$5,933	\$50,000	\$8,390	\$1,070	\$94,976
2.2.3	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda	3	42				84	84		213	\$25,153					48			48	\$4,450	\$36,600	\$6,157	\$311	\$72,671
2.3	Non-Stormwater Outfall Monitoring																							
2.3.5.b	NSW Discharge Source Assessment Investigation <sup>1</sup>					Time and	Materials Ba	sis							Tin	ne and Materia	als Basis							\$30,000
Task 6	Data Management																							
6.1	Monitoring Event Specific Electronic Data Submission		5					20		25	\$3,229	10					50		60	\$9,270	)	\$1,391	\$0	\$13,890
Task 7	Laboratory Analysis																							
7.1	Summarize Laboratory Monitoring Capabilities and ELAP Certification		4					16	1	21	\$2,658								0	\$0	)	\$0	\$0	\$2,658
Task 8	Reporting																							
	July 1 to December 31 Semi-Annual Data Submission	2	6					8	1	17	\$2,504								0	\$0	)	\$0	\$0	\$2,504
8.2	January 1 to June 30 Semi-Annual Data Submission	2	6					8	1	17	\$2,504								0	\$0	)	\$0	\$0	\$2,504
8.3	Submit Draft Annual MS4 Permit Annual Report	4	20					60	6	90	\$11,872								0	\$0	)	\$0	\$0	\$11,872
8.4	Submit Final Annual MS4 Permit Annual Report	4	12					24	. 4	44	\$6,089								0	\$0	)	\$0	\$0	\$6,089
	Prepare Municipal Action Level (MAL) Assessment Report	4	12					60	2	78	\$10,129								0	\$0	)	\$0	\$0	\$10,129
8.6	Prepare MAL Action Plan for MS4 Permit Annual Report	4	12					24	2	42	\$5,939								0	\$0		\$0	\$0	\$5,939
	TOTAL PROPOSED HOURS & FEE	35	265	0	0	0	196	486	17	999	\$129,648	10	0	0	48	48	50	0	156	\$19,652	\$86,600	\$15,938	\$1,726	\$283,564

These fees are based on the Draft Final CIMP submitted to the LARWQCB on June 26, 2014. These fees are subject to change and further negotiation based on LARWQCB comments, revisions, and final approval of the CIMP.

<sup>1</sup> Provided for Budgeting Only. Task will be Scoped based on Time and Materials



LAR UR2 CIMP Implementation Fee Schedule
Project Annual Monitoring Tasks and Deliverables
July 1, 2017 - December 15, 2018

					Hourl	y Rate									Hourly R	ate								
						(	CWE								1	Weston Solu	tions					Sub		
Subsection Task or Delierable	Description	Principal	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Sr. Env. Scientist	Admin. Assistant	Subtotal		Senior Project Manager	CIH PM	Senior Scientist	Engineer Scientist 3	Scientist 1	GIS/Data Management	Accounting	Subtotal		Equipment & Lab Costs	Consultant Coord. /	Mileage Costs	Line Item Costs
		(Pereira, Bapna)	(Greene)	(Pendroy, Pineda)	(Gins, Zahraei)	(Harrel)	(Paulsen, Jen)	(Rivers, Garza, Garg)	(Warren Abbasfard)	Labor Hours	Subtotal Cost	(Crumpacker)	(Bensen Tobias Goodwin)	(Owen, Engelhorn, Margolis)	(Mattson, Huber et al.)	Field Staff	(Dister)	(Ventures)	Labor Hours	Subtotal Cost		Oversight		
		\$214	\$186	\$161	\$142	\$118	\$88	\$120	\$77			\$186	\$170	\$143	\$127	\$95	\$154	\$89				<u> </u>		
Subse	ction 2.2 Project Annual Monitoring Tasks and Deliverables																							
Task 1	Project Management, Coordination, and Meetings																							
	Develop a Project Schedule and Update Quarterly		6				12			18	\$2,171								0	\$0		\$0	\$0	\$2,171
1.4	Conduct Six (6) Group Meetings During the Monitoring Year	8	48					48		104	\$16,380								0	\$0		\$0	\$207	\$16,587
1.5	Attend Four (4) Intergroup Meetings		32					32		64	\$9,777								0	\$0		\$0	\$138	\$9,915
1.7	Prepare Quarterly Memoranda Summarizing Project Budget Status	4	4					8		16	\$2,559								0	\$0		\$0	\$0	\$2,559
Task 2	CIMP Requirements																							
	Receiving Water Monitoring																							
2.1.3	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda		56				100	94		250	\$30,471				48				48	\$6,111	\$50,000	\$8,417	\$1,070	\$96,069
2.2	Stormwater Outfall Monitoring																					ľ		
2.2.3	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda	3	42				84	84		213	\$25,907					48			48	\$4,583	\$36,600	\$6.177	\$311	\$73,579
	Non-Stormwater Outfall Monitoring																							
2.3.5.c	NSW Discharge Source Assessment Investigation <sup>1</sup>		•		•	Time and	Materials Bas	sis	•	•	•		•	•	Tin	ne and Materi	als Basis	•	•	•				\$30,000
Task 6	Data Management																							
	Monitoring Event Specific Electronic Data Submission		5					20	)	25	\$3,326	10					50		60	\$9,548		\$1,432	\$0	\$14,306
Task 7	Laboratory Analysis																							
7 1	Summarize Laboratory Monitoring Capabilities and ELAP Certification		4					16	1	21	\$2,738								0	\$0		\$0	\$0	\$2.738
	Reporting							10			7=/								_			40	Ψ0	1-7.00
	July 1 to December 31 Semi-Annual Data Submission	2	6					8	1	17	\$2,579								0	\$0		\$0	\$0	\$2.579
8.2	January 1 to June 30 Semi-Annual Data Submission	2	6					8	1	17	\$2,579								0	\$0		\$0	\$0	\$2,579
	Submit Draft Annual MS4 Permit Annual Report	4	20					60	6	90	\$12,228								0	\$0		\$0	\$0	\$12,228
	Submit Final Annual MS4 Permit Annual Report	4	12					24	4	44	\$6,272								0	\$0		\$0	\$0	\$6,272
	Prepare Municipal Action Level (MAL) Assessment Report	4	12				1	60	2	78	\$10,433	Ī							0	\$0		\$0	\$0	\$10,433
	Prepare MAL Action Plan for MS4 Permit Annual Report	4	12					24	. 2	42	\$6,117								0	\$0		\$0	\$0	\$6,117
	<u> </u>																							
<u> </u>	TOTAL PROPOSED HOURS & FEE	35	265	0	0	0	196	486	17	999	\$133,538	10	0	0	48	48	50	0	156	\$20,242	\$86,600	\$16,026	\$1,726	\$288,132

These fees are based on the Draft Final CIMP submitted to the LARWQCB on June 26, 2014. These fees are subject to change and further negotiation based on LARWQCB comments, revisions, and final approval of the CIMP.

<sup>1</sup> Provided for Budgeting Only. Task will be Scoped based on Time and Materials



#### LAR UR2 CIMP Implementation Fee Schedule

Project Annual Monitoring Tasks and Deliverables
July 1, 2018 - December 15, 2019

					Hourl	ly Rate									Hourly R	ate								
							CWE									Weston Solเ	itions					Sub		
Subsection Task or Delierable	Description	Principal	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Sr. Env. Scientist	Admin. Assistant	Subtotal		Senior Project Manager	CIH PM	Senior Scientist	Engineer Scientist 3	Scientist 1	GIS/Data Management	Accounting	Subtotal		Equipment & Lab Costs	Consultant Coord. /	Mileage Costs	Line Item Costs
		(Pereira, Bapna)	(Greene)	(Pendroy, Pineda)	(Gins, Zahraei)	(Harrel)	(Paulsen, Jen)	(Rivers, Garza, Garg)	(Warren Abbasfard)	Labor Hours	Subtotal Cost	(Crumpacker)	(Bensen Tobias Goodwin)	(Owen, Engelhorn, Margolis)	(Mattson, Huber et al.)	Field Staff	(Dister)	(Ventures)	Labor Hours	Subtotal Cost		Oversight		
		\$221	\$191	\$166	\$146	\$121	\$91	\$123	\$80			\$191	\$175	\$148	\$131	\$98	\$158	\$92						
Subse	ection 2.2 Project Annual Monitoring Tasks and Deliverables																							<u> </u>
Task 1	Project Management, Coordination, and Meetings																							
1.1	Develop a Project Schedule and Update Quarterly		6				12			18	\$2,236								0	\$0		\$0	\$0	\$2,236
1.4	Conduct Six (6) Group Meetings During the Monitoring Year	8	48					48		104	\$16,872								0	\$0		\$0	\$207	\$17,079
1.5	Attend Four (4) Intergroup Meetings		32					32		64	\$10,071								0	\$0		\$0	\$138	\$10,209
1.7	Prepare Quarterly Memoranda Summarizing Project Budget Status	4	4					8		16	\$2,636								0	\$0		\$0	\$0	\$2,636
Task 2	CIMP Requirements																							
2.1	Receiving Water Monitoring																							
2.1.3	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda		56				100	94		250	\$31,385				48				48	\$6,294	\$50,000	\$8,444	\$1,070	\$97,194
2.2	Stormwater Outfall Monitoring																							
2.2.3	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda	3	42				84	84		213	\$26,684					48			48	\$4,721	\$36.600	\$6,198	\$311	\$74,514
	Data Management	_	,_																		400,000	45/115	**	
	Monitoring Event Specific Electronic Data Submission		5					20		25	\$3,426	10					50		60	\$9,835		\$1,475	\$0	\$14,735
	Laboratory Analysis																							
7.1	Summarize Laboratory Monitoring Capabilities and ELAP Certification		4					16	1	21	\$2,820								0	\$0		\$0	\$0	\$2.820
	Reporting		-					10			7=/								_			ΨΟ	ΨΟ	1-,
8.1	July 1 to December 31 Semi-Annual Data Submission	2	6					8	1	17	\$2,656								0	\$0		\$0	\$0	\$2,656
8.2	January 1 to June 30 Semi-Annual Data Submission	2	6					8	1	17	\$2,656								0	\$0		\$0	\$0	\$2,656
	Submit Draft Annual MS4 Permit Annual Report	4	20				1	60	6	90	\$12,595			1	1				0	\$0		\$0	\$0	\$12,595
	Submit Final Annual MS4 Permit Annual Report	4	12		1			24	4	44	\$6,460								0	\$0		\$0	\$0	\$6,460
	Prepare Municipal Action Level (MAL) Assessment Report	4	12					60	2	78	\$10,746								0	\$0		\$0	\$0	\$10,746
	Prepare MAL Action Plan for MS4 Permit Annual Report	4	12					24	2	42	\$6,301								0	\$0		\$0	\$0	\$6,301
					1				_						1	Ì							7.7	1
	TOTAL PROPOSED HOURS & FEE	35	265	0	0	0	196	486	17	999	\$137,544	10	0	0	48	48	50	0	156	\$20,849	\$86,600	\$16,117	\$1,726	\$262,836

These fees are based on the Draft Final CIMP submitted to the LARWQCB on June 26, 2014. These fees are subject to change and further negotiation based on LARWQCB comments, revisions, and final approval of the CIMP.



#### **LAR UR2 CIMP Implementation Fee Schedule**

Project Annual Monitoring Tasks and Deliverables July 1, 2019 - December 15, 2020

					Hourl	y Rate									Hourly Ra	ate								
						(	CWE								١	Weston Solut	tions					Sub		
Subsection Task or Delierable	Description	Principal	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Sr. Env. Scientist	Admin. Assistant	Subtotal		Senior Project Manager	CIH PM	Senior Scientist	Engineer Scientist 3	Scientist 1	GIS/Data Management	Accounting	Subtotal		Equipment & Lab Costs	Consultant Coord. /	Mileage Costs	Line Item Costs
		(Pereira, Bapna)	(Greene)	(Pendroy, Pineda)	(Gins, Zahraei)	(Harrel)		(Rivers, Garza, Garg)		Labor Hours	Subtotal Cost	(Crumpacker)	(Bensen Tobias Goodwin)	(Owen, Engelhorn, Margolis)	(Mattson, Huber et al.)	Field Staff	(Dister)	(Ventures)	Labor Hours	Subtotal Cost		Oversight		
		\$227	\$197	\$171	\$151	\$125	\$93	\$127	\$82			\$197	\$180	\$152	\$135	\$101	\$163	\$95						
Subs	ection 2.2 Project Annual Monitoring Tasks and Deliverables																							
Task 1	Project Management, Coordination, and Meetings																							
1.1	Develop a Project Schedule and Update Quarterly		6				12			18	\$2,303								0	\$0		\$0	\$0	\$2,30
1.4	Conduct Six (6) Group Meetings During the Monitoring Year	8	48					48		104	\$17,378								0	\$0		\$0	\$202	\$17,58
1.5	Attend Four (4) Intergroup Meetings		32					32		64	\$10,373								0	\$0		\$0	\$135	\$10,50
	Prepare Quarterly Memoranda Summarizing Project Budget Status	4	4					8		16	\$2,715								0	\$0		\$0	\$0	\$2,71
	CIMP Requirements																							
2.1	Receiving Water Monitoring																							
2.1.3	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda		56				100	94		250	\$32,327				48				48	\$6,483	\$50,000	\$8,472	\$1,042	\$98,32
2.2	Stormwater Outfall Monitoring																							
2.2.3	Conduct Monitoring and Prepare Post-Monitoring Summary Memoranda	3	42				84	84		213	\$27,485					48			48	\$4,862	\$36,600	\$6,219	\$303	\$75,46
Task 6	Data Management																							
6.1	Monitoring Event Specific Electronic Data Submission		5					20		25	\$3,528	10					50		60	\$10,130		\$1,519	\$0	\$15,17
Task 7	Laboratory Analysis																							
7.1	Summarize Laboratory Monitoring Capabilities and ELAP Certification		4					16	1	21	\$2,905								0	\$0		\$0	\$0	\$2.90
Task 8	Reporting																					4.0	40	
8.1	July 1 to December 31 Semi-Annual Data Submission	2	6					8	1	17	\$2,736								0	\$0		\$0	\$0	\$2,73
8.2	January 1 to June 30 Semi-Annual Data Submission	2	6					8	1	17	\$2,736								0	\$0		\$0	\$0	\$2,73
8.3	Submit Draft Annual MS4 Permit Annual Report	4	20					60	6	90	\$12,973								0	\$0		\$0	\$0	\$12,97
8.4	Submit Final Annual MS4 Permit Annual Report	4	12					24	4	44	\$6,654								0	\$0		\$0	\$0	\$6,65
8.5	Prepare Municipal Action Level (MAL) Assessment Report	4	12					60	2	78	\$11,068							1	0	\$0		\$0	\$0	\$11,06
8.6	Prepare MAL Action Plan for MS4 Permit Annual Report	4	12					24	2	42	\$6,490								0	\$0		\$0	\$0	\$6,49
	TOTAL PROPOSED HOURS & FEE	35	265	0	0	0	196	486	17	999	\$141,670	10	0	0	48	48	50	0	156	\$21,475	\$86,600	\$16,211	\$1,682	\$267,638



# LAR UR2 CIMP Implementation Fee Schedule Project Optional Tasks and Deliverables

					Hourly	y Rate									Hourly Ra	te									
						C	WE								١	Veston Solu	tions								
Task or Delierable (RFP or CIMP	Description	Principal	Project Manager	Senior Engineer	Project Engineer	Staff Engineer	Assistant Engineer	Sr. Env. Scientist	Admin. Assistant	Subtotal		Senior Project Manager	CIH PM	Senior Scientist	Engineer Scientist	Scientist 1	GIS/Data Management	Accounting	Subtotal		Equipment & Lab	Sub Consultant Coord. /		Mileage Costs	Line Item Costs
Section)		(Pereira, Bapna)	(Greene)	(Pendroy, Pineda)	(Gins, Zahraei)	(Harrel)	(Paulsen, Jen)	(Rivers, Garza, Garg)	(Warren Abbasfard)	Labor Hours	Subtotal Cost	(Crumpacker)	(Bensen Tobias)	(Owen, Engelhorn, Margolis)	(Goodwin, Mattson, Huber et al.)	Field Staff	(Dister)	(Ventures)	Labor Hours	Subtotal Cost	Costs	Oversight			Costs
		\$208	\$180	\$157	\$138	\$114	\$88	\$119	\$75			\$180	\$165	\$139	\$124	\$93	\$149	\$87	1						
	Optional Tasks and Deliverables																								
1 (3)	Rio Hondo Pre-Load Reduction Strategy Monitoring		60							60	\$10,800	12		160	16	168	40	8	404	\$48,628	\$3,080	\$7,756	1200	\$672	
2 (1.6)	City Council CIMP/ROWD/AR Presentation (per Meeting)		6					8		14	\$2,032											\$0	60	\$34	\$2,066
3 (CIMP 5.6.2)	Annual NSW Discharge Analytical Monitoring <sup>1</sup>			To be	orovided afte	r a specific S	Scope of Wo	rk has been	developed													\$0		\$0	\$120,000
4(2.3.7)	Provide Storm Drain, Channel, and Outfall GIS Shape Files <sup>1</sup>			To be	provided afte	r a specific S	Scope of Wo	rk has been	developed													\$0		\$0	\$20,000
5	Outfall Catchment Area Definition	16	80	100	80	160	160	60	4	660	\$84,228											\$0	3200	\$1,792	\$86,020
6	Non-LAR UR2 Permittee Survey Level Discharge Monitoring <sup>1</sup>			To be	orovided afte	r a specific S	Scope of Wo	rk has been	developed													\$0		\$0	\$60,000
7	Annual Report Preperation <sup>1</sup>			To be	provided afte	r a specific S	Scope of Wo	rk has been	developed													\$0		\$0	\$200,000
9	CIMP Evaluation and Revision for Report of Waste Discharge																								
(9.1)	Summarize Potential ROWD CIMP Revisions		12		12			40	4	68	\$8,876											\$0		\$0	\$8,876
(9.2)	Draft Revised CIMP for Review by LAR UR2 WMA Permittees	6	40			24	40	80	8	198	\$24,824											\$0		\$0	\$24,824
(9.3)	Prepare Final Revised CIMP for Regional Board Submission	2	24			12	20	40	8	106	\$13,224											\$0		\$0	\$13,224
																									ldot
	TOTAL PROPOSED HOURS & FEE	24	222	100	92	196	220	228	24	1106	\$143,984	40		160	16	168	40		404	\$48,628	\$3,080	\$7,756	4460	\$2,498	\$605,947

These fees are based on the Draft Final CIMP submitted to the LARWQCB on June 26, 2014. These fees are subject to change and further negotiation based on LARWQCB comments, revisions, and final approval of the CIMP.

1 Provided for Budgeting Only. Task will be Scoped and Final Budget developed based on Time and Materials.



# GATEWAY WATER MANAGEMENT AUTHORITY Los Angeles Gateway Region

Integrated Regional Water Management
Joint Powers Authority

16401 Paramount Blvd., Paramount, CA 90723

- 562.663.6850 phone 562-634-8216 fax
- www.gatewayirwmp.org

March 12, 2015

**Section 12** – General On-Call Professional, Technical, and/or Engineering Consulting Services

#### **Background**

Last year, the Board directed staff to solicit a broad-range of consultants to provide a variety of services and to create a pre-qualified list for on-call services. Because of the evolution and growth of GWMA, it was noted that the Board and staff had continued to use a small group of available consultants that were selected or inherited through city support during earlier years.

#### **Discussion**

At the December 11 2014 Board Meeting, the Board approved the release of the Request for Statement of Qualifications "RFQ" and authorized staff to move forward on the schedule (RFQ attached). The RFQ included language that specified that the standard GWMA Professional Services Agreement with a 5-year term would be required and that the list could be added/modified by the GWMA at any time.

The Chair solicited members willing to serve on an Ad-Hoc Committee to review and make recommendations from the Statement of Qualifications "SOQ" received. Members are: Gina Nila, Chau Vu, Al Cablay, Charlie Honeycutt and Gladis Deras.

The deadline for submitting SOQs to GWMA was January 26, 2015. Eleven (11) SOQs were received and on February 3, 2015, the Ad Hoc Committee and staff met to discuss, rank, select and recommend consultants for GWMA's list of pre-qualified consultants. They felt that due to the wide-range of areas of expertise, the list should be broken down by area. The recommended list is attached hereto.

In addition, a Process for On-Call Consulting Services (attached) was developed and recommended for board approval (attached). This guidance document outlines the process for modifying, selecting and overseeing consultants. As part of the process, the Ad-Hoc committee recommends that a GWMA Standing Committee be created to assist in: 1) modifications to On-

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Call List; and 2) assists Executive Officer ("EO") in selecting an on-call consultant for services above \$50k.

#### **Fiscal Impact**

None at this time. Retaining consulting services requires approval of expenditures in accordance with the approved Process for On-Call Consulting Services for each recommended task.

#### **Recommendations**

- 1. Approve On-Call Consulting Services List
- 2. Approve Process for On-Call Consulting Services
- 3. Creation of a Standing Committee "Consulting Services Committee"

16401 Paramount Blvd., Paramount, CA 90723

- 562.663.6850 phone 562-634-8216 fax
- · www.gatewayirwmp.org

#### ON-CALL CONSULTING SERVICES FOR GWMA

#### Planning/Studies/Env. Docs/Grants

Cannon – Craig Parker craigp@cannoncorp.us

Stetson Engineers, Inc. – Steve Johnson stevej@stetsonengineers.com

DR Consultants & Designers, Inc. – Tom Love tlove@drcdinc.com

#### **Stormwater**

CWE – Vik Bapna vbapna@cwecorp.com

John L Hunter & Associates – John Hunter jhunter@jlkha.net

Richard Watson & Associates, Inc. – Rich Watson rwatson@rwaplanning.com

#### **General Engineering**

Cannon – Craig Parker craigp@cannoncorp.us

Civiltech – David Bryum dbyrum@civiltec.com

Stetson Engineers, Inc. – Steve Johnson stevej@stetsonengineers.com

CWE – Vik Bapna vbapna@cwecorp.com

#### **Project/Construction Management**

Simplus Management – Paul Buckley <u>pbuckley@simplusmangement.com</u>

Stetson Engineers, Inc. – Steve Johnson stevej@stetsonengineers.com

DR Consultants & Designers, Inc. – Tom Love tlove@drcdinc.com

Christopher Cash, Board Chair • Adriana Figueroa, Vice-Chair • Charlie Honeycutt, Secretary/Treasurer • Kevin Wattier, Chair Emeritus Proudly serving Gateway cities and agencies in Southeastern Los Angeles County

#### AGENDA ITEM NO. 12

# 2015 On-Call Consulting Services for GWMA

### On-Call Consultant 5-Year Rolling List Creation

Ad Hoc/Standing Committee Recommendations to GWMA Board

GWMA Approval of List of On-Call Consultant(s)

Chair to Execute PSAs with Selected Consultants (up to 5 year terms)



## Process for On-Call Services

#### A. UP TO \$50K -

- 1. Recieve Board Approval (or Chair Approval if under \$7,500) for Expenditure for Services;
- 2. EO to Request Quotes/Schedules from 1-3 Consultants on List for Services up to \$50k and make Selection; **B. Over \$50K -**
  - 1. EO to Request Board Approval For Expenditure for Services;
  - 2. EO to Request Quotes/Schedules from 1-3 Consultants on List for Standing Committee Selection;



## **Project Initiation and Oversight**

EO to Issue Notice-To-Proceed

EO to manage Budget/Schedule

## Fwd: UPDATED WITH LINKS! California Water Resource Board Announces Prop 1 Monies Released 1 message



#### To All Interested Parties:

This email provides information regarding: 1) Proposition 1 (Prop 1) funding for Small Community Wastewater projects, including information about upcoming public workshops; and 2) how to provide feedback and comments on the Draft State Fiscal Year (SFY) 2015-16 Clean Water State Revolving Fund (CWSRF) Intended Use Plan (IUP).

#### Prop 1 - Small Community Wastewater

Prop 1 authorized \$7.545 billion in general obligation bonds for water projects. The State Water Resources Control Board (State Water Board) will administer Prop 1 funds in five program areas: wastewater, water recycling, drinking water, stormwater, and groundwater. The implementation schedule for each program will vary.

Section 79723 of Prop 1 allocates \$260 million to the CWSRF Small Community Grant (SCG) Fund. CWSRF SCG funds are administered consistent with the CWSRF IUP and the CWSRF Policy. The Prop 1 funds will supplement existing SCG authority. Administering these funds as a part of the CWSRF Program allows grants to be easily combined with low-interest financing available through the CWSRF Program.

#### Draft SFY 2015-16 CWSRF IUP

The CWSRF IUP explains how the State Water Board's Division of Financial Assistance intends to implement the CWSRF Program. It is generally updated on an annual basis. The Draft SFY 2015-16 CWSRF IUP incorporates information regarding implementation of Section 79723 of Prop 1. Written comments on the draft document can be emailed to the contact identified below, and must be received by Friday April 3, 2015 at noon.

#### Prop 1 - Public Workshops

State Water Board staff will hold three public workshops in March 2015. The primary purpose is to provide an opportunity for stakeholders to give feedback on the Draft SFY 2015-16 CWSRF IUP, which will serve as the draft guidelines for Small Community Wastewater funding available from Prop 1. In addition, attendees will have the opportunity to provide input on the draft guidelines for the Clean, Safe, and Reliable Drinking Water funding, and to hear updates on Prop 1 funding opportunities for Water Recycling, Stormwater, and Groundwater Sustainability. The Notice of Public Workshops provides additional information.

Contact for Comments or Questions Meghan Tosney Senior Water Resource Control Engineer Division of Financial Assistance

Phone: (916) 341-5729

Email: Meghan.Tosney@waterboards.ca.gov

#### California Consulting Website

