



# S A W P A

SANTA ANA WATERSHED PROJECT AUTHORITY

11615 Sterling Avenue, Riverside, California 92503 • (951) 354-4220

## SPECIAL NOTICE REGARDING CORONAVIRUS DISEASE 2019 (COVID-19) AND PARTICIPATION IN PUBLIC MEETINGS

On March 4, 2020, Governor Newsom declared a State of Emergency resulting from the threat of COVID-19. Governor Newsom issued Executive Order N-25-20 (3-12-20) and Executive Order N-29-20 (3-17-20) which temporarily suspend portions of the Brown Act relative to conducting of public meetings. Accordingly, it has been determined that all Board and Committee meetings of the Santa Ana Watershed Project Authority held pursuant to the Brown Act will be conducted virtually, including meetings of the:

- SAWPA Commission
- PA 22, PA 23, and PA 24 Committees
- OWOW Steering Committee

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## REGULAR MEETING OF THE COMMISSION TUESDAY, DECEMBER 15, 2020 – 9:30 A.M.

### PUBLIC PARTICIPATION

Public participation is welcome and encouraged. You may participate in the December 15, 2020 meeting of the SAWPA Commission by telephone\* and virtually through the Zoom app as follows:

Meeting Access Via Computer (Zoom):	Meeting Access Via Telephone*:
<ul style="list-style-type: none"> <li>• <a href="https://sawpa.zoom.us/j/96032848417">https://sawpa.zoom.us/j/96032848417</a></li> </ul>	<ul style="list-style-type: none"> <li>• 1 (669) 900-6833</li> </ul>
<ul style="list-style-type: none"> <li>• Meeting ID: 960 3284 8417</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting ID: 960 3284 8417</li> </ul>

If you are unable to participate by telephone\* or virtually, you may also submit your comments and questions in writing for the Commission’s consideration by sending them to [publiccomment@sawpa.org](mailto:publiccomment@sawpa.org) with the subject line “Public Comment Item #” (insert the agenda item number relevant to your comment) or “Public Comment Non-Agenda Item”. Submit your written comments by 6:00 p.m. on Monday, December 14, 2020. All public comments will be provided to the Chair and may be read into the record or compiled as part of the record.

**\*IMPORTANT PRIVACY NOTE: Participation in the meeting via the Zoom app is strongly encouraged. Please keep in mind: (1) This is a public meeting; as such, the virtual meeting information is published on the World Wide Web and available to everyone. (2) Should you participate remotely via telephone, your telephone number will be your “identifier” during the meeting and available to all meeting participants. Participation in the meeting via the Zoom app is strongly encouraged; there is no way to protect your privacy if you elect to call in to the meeting. The Zoom app is a free download.**

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# S A W P A

SANTA ANA WATERSHED PROJECT AUTHORITY

11615 Sterling Avenue, Riverside, California 92503 • (951) 354-4220

**PURSUANT TO THE PROVISIONS OF EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM, THIS MEETING WILL BE CONDUCTED VIRTUALLY. ALL VOTES TAKEN DURING THIS VIRTUAL MEETING WILL BE CONDUCTED BY ORAL ROLL CALL.**

**This meeting will be accessible as follows:**

<b>Meeting Access Via Computer (Zoom)*:</b>	<b>Meeting Access Via Telephone*:</b>
<ul style="list-style-type: none"> <li>• <a href="https://sawpa.zoom.us/j/96032848417">https://sawpa.zoom.us/j/96032848417</a></li> </ul>	<ul style="list-style-type: none"> <li>• 1 (669) 900-6833</li> </ul>
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## **REGULAR COMMISSION MEETING TUESDAY, DECEMBER 15, 2020 – 9:30 A.M.**

### **AGENDA**

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (David J. Slawson, Chair)**

**2. ROLL CALL**

**3. PUBLIC COMMENTS**

Members of the public may address the Commission on items within the jurisdiction of the Commission; however, no action may be taken on an item not appearing on the agenda unless the action is otherwise authorized by Government Code §54954.2(b).

**4. ITEMS TO BE ADDED OR DELETED**

Pursuant to Government Code §54954.2(b), items may be added on which there is a need to take immediate action and the need for action came to the attention of the Santa Ana Watershed Project Authority subsequent to the posting of the agenda.

**5. WORKSHOP DISCUSSION AGENDA**

**A. LEGISLATIVE REPORT**

**Presenter:** Michael Boccadoro, President, West Coast Advisors.

**Recommendation:** Receive and file.

**6. CONSENT CALENDAR**

All matters listed on the Consent Calendar are considered routine and non-controversial and will be acted upon by the Commission by one motion as listed below.

- A. [APPROVAL OF MEETING MINUTES: DECEMBER 1, 2020](#)..... 7  
**Recommendation:** Approve as posted.

**7. NEW BUSINESS**

- A. [CONTRACT AMENDMENT | RICH HALLER \(CM#2020.79\)](#)..... 13  
**Presenter:** Rich Haller  
**Recommendation:** Approve the Third Amendment to Employment Agreement between the Santa Ana Watershed Project Authority and Rich Haller (Third Amendment) and authorize the Commission Chair to execute the Third Amendment.
  
- B. [REGIONAL WATER QUALITY MONITORING TASK FORCE | SANTA ANA RIVER REGIONAL BACTERIA MONITORING PROGRAM – CONSULTANT TASK ORDER \(CM#2020.82\)](#)..... 17  
**This item is subject to the provisions of Project Agreement 26**  
**Presenter:** Rick Whetsel  
**Recommendation:** Authorize the General Manager to execute (1) General Services Agreement with CDM Smith; and, (2) Task Order No. CDM386-16 with CDM Smith, a three-year task order with an option to exercise a two-year extension for an annual amount not to exceed \$356,845, totaling \$1,070,535 over the three-year period, for FY 2021-22 through FY 2023-24 to oversee and implement the Santa Ana River Regional Bacteria Monitoring Program.

**8. INFORMATIONAL REPORTS**

**Recommendation:** Receive for information.

- A. [CASH TRANSACTIONS REPORT – OCTOBER 2020](#)..... 99  
**Presenter:** Karen Williams
- B. [INTER-FUND BORROWING – OCTOBER 2020 \(CM#2020.80\)](#) ..... 105  
**Presenter:** Karen Williams
- C. [PERFORMANCE INDICATORS/FINANCIAL REPORTING – OCTOBER 2020 \(CM#2020.81\)](#)..... 111  
**Presenter:** Karen Williams
- D. [GENERAL MANAGER REPORT](#) ..... 133
- E. [STATE LEGISLATIVE REPORT](#) ..... 137  
**Presenter:** Rich Haller
- F. [CHAIR’S COMMENTS/REPORT](#)
- G. [COMMISSIONERS’ COMMENTS](#)
- H. [COMMISSIONERS’ REQUEST FOR FUTURE AGENDA ITEMS](#)

**9. CLOSED SESSION**

**A. PURSUANT TO GOVERNMENT CODE SECTION 54957 – PERSONNEL MATTERS**

Title: General Manager

**B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)**

Name of Party: Larry McKenney

**10. ADJOURNMENT**

Americans with Disabilities Act: If you require any special disability related accommodations to participate in this meeting, call (951) 354-4220 or email [kberry@sawpa.org](mailto:kberry@sawpa.org). 48-hour notification prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility for this meeting. Requests should specify the nature of the disability and the type of accommodation requested.

Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection during normal business hours at the SAWPA office, 11615 Sterling Avenue, Riverside, and available at [www.sawpa.org](http://www.sawpa.org), subject to staff's ability to post documents prior to the meeting.

**Declaration of Posting**

I, Kelly Berry, CMC, Clerk of the Board of the Santa Ana Watershed Project Authority declare that on December 8, 2020, a copy of this agenda has been uploaded to the SAWPA website at [www.sawpa.org](http://www.sawpa.org) and posted at the SAWPA office, 11615 Sterling Avenue, Riverside, California.

**2021 SAWPA Commission Meetings/Events**

First and Third Tuesday of the Month

(NOTE: All meetings begin at 9:30 a.m., unless otherwise noticed, and are held at SAWPA.)

<b>January</b> 1/5/21 Commission Workshop 1/19/21 Regular Commission Meeting	<b>February</b> 2/2/21 Commission Workshop 2/16/21 Regular Commission Meeting
<b>March</b> 3/2/21 Commission Workshop 3/16/21 Regular Commission Meeting	<b>April</b> 4/6/21 Commission Workshop 4/20/21 Regular Commission Meeting
<b>May</b> 5/4/21 Commission Workshop 5/18/21 Regular Commission Meeting 5/4 – 5/7/21 ACWA Spring Conference, Monterey	<b>June</b> 6/1/21 Commission Workshop 6/15/21 Regular Commission Meeting
<b>July</b> 7/6/21 Commission Workshop 7/20/21 Regular Commission Meeting	<b>August</b> 8/3/21 Commission Workshop 8/17/21 Regular Commission Meeting
<b>September</b> 9/7/21 Commission Workshop 9/21/21 Regular Commission Meeting	<b>October</b> 10/5/21 Commission Workshop 10/19/21 Regular Commission Meeting
<b>November</b> 11/2/21 Commission Workshop 11/16/21 Regular Commission Meeting	<b>December</b> 12/7/21 Commission Workshop 12/21/21 Regular Commission Meeting 11/30 – 12/3/21 ACWA Fall Conference, Pasadena

## SAWPA COMPENSABLE MEETINGS

**IMPORTANT NOTE:** Due to the spread of COVID-19, and until further notice, the Santa Ana Watershed Project Authority will be holding all upcoming meetings by teleconferencing. Participation information will be included on each posted agenda or meeting notice.

In addition to Commission meetings, Commissioners and Alternate Commissioners will receive compensation for attending the meetings listed below, pursuant to the Commission Compensation, Expense Reimbursement, and Ethics Training Policy.

**IMPORTANT NOTE:** These meetings are subject to change. Prior to attending any meetings listed below, please confirm meeting details by viewing the website calendar using the following link:

<https://sawpa.org/sawpa-calendar/>

### MONTH OF: December 2020

DATE	TIME	MEETING DESCRIPTION	LOCATION
12/1/20	8:30 AM	PA 23 Committee Mtg	CANCELLED
12/1/20	10:00 AM	PA 24 Committee Mtg	CANCELLED
12/2/20	1:30 PM	Basin Monitoring Program Task Force Mtg	VIRTUAL/TELEPHONICALLY
12/7/20	9:30 AM	MSAR TMDL Task Force Mtg	CANCELLED
12/7/20	1:30 PM	Lake Elsinore/Canyon Lake TMDL Task Force Mtg	VIRTUAL/TELEPHONICALLY
12/8/20	8:30 AM	PA 22 Committee Mtg	CANCELLED
12/10/20	2:30 PM	Water Conveyance Workshops (Southern CA)	<a href="https://cwc.ca.gov/Programs-and-Topics#State-Role-in-Financing-Conveyance-Projects">https://cwc.ca.gov/Programs-and-Topics#State-Role-in-Financing-Conveyance-Projects</a>
12/17/20	4:00 PM	LESJWA Board of Directors Mtg	CANCELLED

### MONTH OF: January 2021

DATE	TIME	MEETING DESCRIPTION	LOCATION
1/5/21	10:00 AM	PA 24 Committee Mtg	VIRTUAL/TELEPHONICALLY
1/12/21	8:30 AM	PA 22 Committee Mtg	VIRTUAL/TELEPHONICALLY
1/25/21	1:30 PM	Lake Elsinore/Canyon Lake TMDL Task Force Mtg	VIRTUAL/TELEPHONICALLY
1/26/21	9:00 AM	Basin Monitoring Program Task Force Mtg	VIRTUAL/TELEPHONICALLY
1/28/21	11:00 AM	OWOW Steering Committee Mtg	VIRTUAL/TELEPHONICALLY

*Please Note:* We strive to ensure the list of Compensable Meetings set forth above is accurate and up-to-date; the list is compiled based on input from SAWPA staff and Department Managers regarding meeting purpose and content.



**SAWPA COMMISSION  
REGULAR MEETING MINUTES  
DECEMBER 1, 2020**

**COMMISSIONERS PRESENT**

David J. Slawson, Chair, Eastern Municipal Water District  
Kati Parker, Vice Chair, Inland Empire Utilities Agency  
Kelly E. Rowe, Secretary-Treasurer, Orange County Water District  
Brenda Dennstedt, Western Municipal Water District  
T. Milford Harrison, San Bernardino Valley Municipal Water District

**COMMISSIONERS ABSENT**

None

**ALTERNATE COMMISSIONERS  
PRESENT; NON-VOTING**

June D. Hayes, Alternate, San Bernardino Valley Municipal Water District

**STAFF PRESENT**

Rich Haller, Karen Williams, Carlos Quintero, David Ruhl, Mark Norton,  
Dean Unger, Rick Whetsel, Kelly Berry

**OTHERS PRESENT**

Andrew D. Turner, Lagerlof, LLP; Joshua Calhoun, Teaman, Ramirez &  
Smith; Garrett Cammans, North American Weather Consultants

The Regular Commission meeting of the Santa Ana Watershed Project Authority was called to order at 9:33 a.m. by Chair Slawson on behalf of the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California. The record will reflect this meeting was conducted virtually.

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, this meeting was conducted virtually. Members of the public who were unable to participate by teleconference or virtually were invited to submit comments and questions in writing via email for the Commission's consideration. All votes taken during this meeting were conducted via oral roll call.

**2. ROLL CALL**

An oral roll call was duly noted and recorded by the Clerk of the Board.

**3. PUBLIC COMMENTS**

There were no public comments; there were no public comments received via email.

**4. ITEMS TO BE ADDED OR DELETED**

There were no added or deleted items.

**5. CONSENT CALENDAR**

**A. APPROVAL OF MEETING MINUTES: NOVEMBER 3, 2020**

Recommendation: Approve as posted.

**B. TREASURER'S REPORT – OCTOBER 2020**

Recommendation: Approve as posted.

**MOVED**, approve the Consent Calendar.

Result: **Adopted by Roll Call Vote (Unanimously)**  
Motion/Second: Rowe/Dennstedt  
Ayes: Dennstedt, Harrison, Parker, Rowe, Slawson  
Nays: None  
Abstentions: None  
Absent: None

**6. NEW BUSINESS**

**A. APPROVAL OF TASK ORDER WITH PROJECT PARTNERS, INC. FOR HEADWATERS ACCESS (CM#2020.77)**

Ian Achimore provided a PowerPoint presentation contained in the agenda packet on pages 22 – 38. Achimore confirmed for Commissioner Dennstedt that the mitigation funds are audited every five years and this proposed work falls within the governance policy requirements of those funds.

**MOVED**, approve Task Order PRO387-01 in the amount of \$23,800 for Project Partners, Inc. to attain right of entry to parcels for future Arundo donax removal, consistent with Resolution No. 427.

Result: **Adopted by Roll Call Vote (Unanimously)**  
Motion/Second: Dennstedt/Rowe  
Ayes: Dennstedt, Harrison, Parker, Rowe, Slawson  
Nays: None  
Abstentions: None  
Absent: None

**B. FISCAL YEAR 2019-2020 REPORT ON AUDIT (CM#2020.73)**

Joshua Calhoun, Teaman, Ramirez & Smith (TRS), provided an oral report on the 2019-2020 audit. Calhoun confirmed for Commissioner Dennstedt that TRS has given the highest ranking for the Comprehensive Annual Financial Report (CAFR) and audit. Karen Williams confirmed for Commissioner Dennstedt that excerpts from the CAFR have been provided to member agency Chief Financial Officers. In the past, SAWPA has provided full draft copies when requested; moving forward they will be provided directly.

**MOVED**, receive and review the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2020 and 2019, which includes the Report on Audit prepared by Teaman, Ramirez & Smith, Inc., then: (1) Accept the CAFR, including the Report on Audit as prepared by Teaman, Ramirez & Smith, Inc.; (2) Direct staff to file the Report with the respective government agencies as required by law; and, (3) Direct staff to submit the CAFR, with any necessary changes, for the Certificate of Achievement for Excellence in Financial Reporting Award.

Result: **Adopted by Roll Call Vote (Unanimously)**  
Motion/Second: Rowe/Harrison  
Ayes: Dennstedt, Harrison, Parker, Rowe, Slawson  
Nays: None  
Abstentions: None  
Absent: None



**C. FISCAL YEAR 2021-2022 AND FISCAL YEAR 2022-2023 BUDGET SCHEDULE (CM#2020.74)**

Karen Williams provided an oral report, noting there is room in the schedule to for adjustments pending onboarding of new General Manager.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 6.C.

**D. SANTA ANA RIVER WATERSHED WEATHER MODIFICATION FOR WATER SUPPLY FEASIBILITY STUDY | FINAL RECOMMENDATIONS (CM#2020.76)**

**[This item is subject to the provisions of Project Agreement 25]**

Mark Norton and Garrett Cammans, President of North American Weather Consultants provided the PowerPoint presentation contained in the agenda packet on pages 221 – 248. Mark Norton advised the report had been provided to member agency staff. Specifics for consideration by the contractor were discussed such as program suspensions in specific areas due to forecast, forest fire burn areas, potential debris flow, and flood risk. Cammans highlighted the cost per acre-foot of water a seeding program would bring to the watershed, which is extremely when compared to the cost for purchasing water. Based on his experience with similar programs in California, Cammans noted a mitigated negative declaration would be sufficient under the California Environmental Quality Act (CEQA).

Mark Norton highlighted the value to SAWPA member agencies and noted the project’s eligibility for Proposition 1 – Round 2 funding. Proposition 1 - Round 2 IRWM Implementation Grant Proposal Solicitation Package (PSP) and Guidelines (Guidelines) are anticipated in July 2021.

Commissioner Dennstedt recommended continuing the item for a couple months pending onboarding of the new SAWPA General Manager, likely changes in the next few weeks to the SAWPA Commission, and budget priorities in light of COVID challenges. Further, Commissioner Dennstedt suggested additional public outreach and discussion, including making a presentation to the Lake Elsinore and San Jacinto Watersheds Authority (LESJWA) governing board and partnering with LESJWA member agencies. Commissioner Harrison noted Valley District is fully supportive of the program but concurred with continuing the item for a couple months. Commissioner Dennstedt noted that a presentation was given to WMWD’s board, but a presentation may need to be made to the Engineering Committee for further evaluation. After discussion, it was the consensus of the Commission that they would support a placeholder in the budget pending further consideration at the March 2, 2021 meeting. In the meantime, this information would be presented to the LESJWA board at the February 2021 meeting for consideration and feedback.

**MOVED**, (1) Receive this final report presentation on the Santa Ana River Watershed Weather Modification for Water Supply Feasibility Study by North American Weather Consultants Inc.; and, (2) Support including a placeholder budget for the ground seeding site selection analysis and CEQA development in the FY 21-22 SAWPA Budget, pending further Commission discussion at the March 2, 2021 regular meeting.

Result:	<b>Adopted by Roll Call Vote (Unanimously)</b>
Motion/Second:	Harrison/Rowe
Ayes:	Dennstedt, Harrison, Parker, Rowe, Slawson
Nays:	None
Abstentions:	None
Absent:	None

**E. DISADVANTAGED COMMUNITIES INVOLVEMENT (DCI) PROGRAM STATUS (CM#2020.75)**

**[This item is subject to the provisions of Project Agreement 25]**

Rick Whetsel provided the PowerPoint presentation contained in the agenda packet on pages 252 – 264. There was no discussion.

This item was for informational and discussion purposes; no action was taken on Agenda Item No. 6.E.

**7. INFORMATIONAL REPORTS-**

The following oral/written reports/updates were received and filed.

**A. CASH TRANSACTIONS REPORT – SEPTEMBER 2020**

**B. INTER-FUND BORROWING – SEPTEMBER 2020 (CM#2020.71)**

**C. PERFORMANCE INDICATORS/FINANCIAL REPORTING – SEPTEMBER 2020 (CM#2020.72)**

**D. PROJECT AGREEMENT 25 – OWOW FUND – FINANCIAL REPORT, SEPTEMBER 2020**

**E. PROJECT AGREEMENT 26 – ROUNDTABLE FUND – FINANCIAL REPORT, SEPTEMBER 2020**

**F. BUDGET VS ACTUAL VARIANCE REPORT – FYE 2021 FIRST QUARTER – SEPTEMBER 30, 2020 (CM#2020.78)**

**G. FINANCIAL REPORT FOR THE FIRST QUARTER ENDING SEPTEMBER 30, 2020**

**H. FIRST QUARTER FYE 2021 EXPENSE REPORT**

**I. GENERAL MANAGER REPORT – NOVEMBER 2020**

Rich Haller reviewed the General Manager report contained in the agenda packet and provided an update on the General Manager recruitment. Direction was provided to staff regarding process and interviews.

**J. STATE LEGISLATIVE REPORT**

**K. CHAIR’S COMMENTS/REPORT**

There were no comments/reports from the Chair.

**L. COMMISSIONERS’ COMMENTS**

There were no comments Commissioner comments.

**M. COMMISSIONERS’ REQUEST FOR FUTURE AGENDA ITEMS**

Commissioner Harrison requested an update on pending claims at the next regular meeting.

**8. CLOSED SESSION**

There was no Closed Session.

**9. ADJOURNMENT**

There being no further business for review, Chair Slawson adjourned the meeting at 11:34 a.m. Noting this would be the last meeting attended by Vice Chair Parker, Commissioners offered well wishes.

**Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, December 15, 2020.**

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David J. Slawson, Chair

Attest:

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Kelly Berry, CMC  
Clerk of the Board

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**COMMISSION MEMORANDUM NO. 2020.79**

**DATE:** December 15, 2020  
**TO:** SAWPA Commission  
**SUBJECT:** Contract Amendment | Rich Haller  
**PREPARED BY:** Rich Haller, General Manager

**RECOMMENDATION**

That the Commission approve the Third Amendment to Employment Agreement between the Santa Ana Watershed Project Authority and Rich Haller (Third Amendment) and authorize the Commission Chair to execute the Third Amendment.

**DISCUSSION**

Rich Haller has provided notice that he is resigning his position as General Manager of SAWPA, effective March 26, 2021. On September 15, 2020, the SAWPA Commission accepted the resignation under the terms set forth in the attached Second Amendment. The Third Amendment extends regular attendance at the SAWPA office from January 1, 2021 to February 1, 2021, to facilitate the ongoing General Manager recruitment process.

**RESOURCE IMPACTS**

None.

Attachment:

1. Second Amendment to Employment Agreement between the Santa Ana Watershed Project Authority and Rich Haller
2. Third Amendment to Employment Agreement between the Santa Ana Watershed Project Authority and Rich Haller

## SECOND AMENDMENT TO EMPLOYMENT AGREEMENT

### BETWEEN

### SANTA ANA WATERSHED PROJECT AUTHORITY AND RICH HALLER

This Second Amendment to Employment Agreement shall amend that certain Employment Agreement dated September 19, 2017, between SANTA ANA WATERSHED PROJECT AUTHORITY ("SAWPA) and RICH HALLER ("Haller"). Haller has provided notice to SAWPA that he is resigning his position as General Manager of SAWPA, effective March 26, 2021. At its meeting held September 15, 2020, the Board accepted Haller's resignation under the following terms:


1. Haller's last day of employment will be March 26, 2021.
2. Haller's last day of regular attendance at the SAWPA offices will be January 1, 2021. Thereafter, Haller will be available as needed to provide support to SAWPA's new Interim General Manager or new General Manager. Note these dates may be subject to further change based on Haller's health.

Executed as of October 6, 2020.

HALLER

SAWPA

By: \_\_\_\_\_

  
Rich Haller, General Manager  
SAWPA

By: \_\_\_\_\_

  
David J. Slawson, Chair  
SAWPA Board of Commissioners

**THIRD AMENDMENT TO EMPLOYMENT AGREEMENT**

**BETWEEN**

**SANTA ANA WATERSHED PROJECT AUTHORITY AND RICH HALLER**

This Third Amendment to Employment Agreement shall amend that certain Employment Agreement dated September 19, 2017, between SANTA ANA WATERSHED PROJECT AUTHORITY (“SAWPA) and RICH HALLER (“Haller”). Haller has provided notice to SAWPA that he is resigning his position as General Manager of SAWPA, effective March 26, 2021. At its meeting held September 15, 2020, the Board accepted Haller’s resignation under the terms set forth in the Second Amendment to Employment Agreement. At its meeting held December 15, 2020, the Commission agreed to the following terms:

1. Haller’s last day of employment shall remain March 26, 2021.
2. Haller’s last day of regular attendance at the SAWPA offices will be extended from January 1, 2021, to February 1, 2021. Thereafter, Haller will be available as needed to provide support to SAWPA’s new Interim General Manager or new General Manager. Note these dates may be subject to further change based on Haller’s health.

Executed as of December 15, 2020.

HALLER

SAWPA

By: \_\_\_\_\_  
Rich Haller, General Manager  
SAWPA

By: \_\_\_\_\_  
David J. Slawson, Chair  
SAWPA Board of Commissioners

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**COMMISSION MEMORANDUM NO. 2020.82**

**DATE:** December 15, 2020

**TO:** SAWPA Commission

**SUBJECT:** Regional Water Quality Monitoring Task Force | Santa Ana River Regional Bacteria Monitoring Program – Consultant Task Order  
**(This item is subject to the provisions of Project Agreement 26)**

**PREPARED BY:** Rick Whetsel, Senior Watershed Manager

**RECOMMENDATION:**

It is recommended that the Commission authorize the General Manager to execute the following:

1. General Services Agreement with CDM Smith; and,
2. Task Order No. CDM386-16 with CDM Smith, a three-year task order with an option to exercise a two-year extension for an annual amount not to exceed \$356,845, totaling \$1,070,535 over the three-year period, for FY 2021-22 through FY 2023-24 to oversee and implement the Santa Ana River Regional Bacteria Monitoring Program.

**DISCUSSION:**

In response to a Request for Proposals (RFP) issued on October 6, 2020, the stakeholders of the Regional Water Quality Monitoring Task Force unanimously recommend CDM Smith to continue to oversee and implement the FY 2021-24 Santa Ana River Regional Bacteria Monitoring Program.

The RFP was posted on the SAWPA website and directly issued by email to the following firms:

AECOM	Haley & Aldrich
Alta Environmental	HDR Engineering
Brown and Caldwell	Inland Empire WaterKeeper
Cardno Entrix	Larry Walker and Associates
CASC Engineering	Lynn Merrill and Associates, Inc.
CDM Smith	Montgomery Watson
CWE	Tetra Tech, Inc.
DUDEK	Weston Solutions
EIP Associates	Wildermuth Environmental
GEI Consultants, Inc.	Wood Environmental
Geosyntec Consultants	

SAWPA received two proposals in response to the RFP. These included proposals from KMEA and CDM Smith (attached).

Following staff’s evaluation process, a proposal technical review committee composed of SAWPA staff and staff members from the Regional Water Quality Monitoring Task Force member agencies was formed to review and score proposals using a proposal rating form and conduct consultant interviews. This panel included the following:

Chris Crompton – County of Orange - OC Environmental Resources  
Michael Mori – County of Orange - OC Environmental Resources  
Amy McNeill – Riverside County Flood Control & Water Conservation District

Richard Boon – Riverside County Flood Control & Water Conservation District  
Arlene Chun – San Bernardino County Flood Control District  
Rick Whetsel – Santa Ana Watershed Project Authority

On December 2, 2020, the proposal technical review committee conducted consultant interviews to discuss details of the consultant's proposal and assess their responsiveness to a set of agreed upon questions. Following the interviews, the committee met to make a final evaluation of the consultant teams, based upon both their proposal, as well as their interview. Based upon this evaluation the committee was unanimous in their selection of CDM Smith to implement and oversee the Santa Ana River Regional Bacteria Monitoring Program. The evaluation results reflect the recommended consultant's experience, technical expertise, and costs to conduct the work laid out in their proposal.

The attached Task Order with CDM Smith provides support services to oversee and implement the Santa Ana River Regional Bacteria Monitoring Program. Included with this Task Order is a scope of work and budget providing a detailed description of support services to be performed by the consultant, CDM Smith through FY 2021-24 as highlighted below:

- Coordinate with stakeholders to assess the level of support required by each entity to implement the SAR Regional Bacteria Monitoring Program
- Provide any required updates to the SAR Regional Bacteria Monitoring Plan and QAPP
- Prepare a final project schedule for each sampling location based on the final Monitoring Plan and QAPP
- Contract with laboratories to facilitate the monitoring program
- Implement all aspects of the SAR Bacteria Monitoring Program as directed by the responsible agencies
- Assemble all field data and laboratory results and fulfill all annual reporting and data management requirements for the monitoring program following the Americans with Disabilities Act (ADA) Standards for Accessible Design.

### **CRITICAL SUCCESS FACTORS**

SAWPA has a strong reputation as watershed-wide, knowledgeable, neutral and trusted facilitator, leader, and administrator of contracted activities.

Goals, scope, costs, resources, timelines, and the contract term are approved by the Commission before executing an agreement to participate in a roundtable group.

Report and use results of roundtable's work, leverage information and involvement for the benefit of SAWPA, its members, and other stakeholders.

Adequate professional staff and resources to effectively provide facilitation, management, administrative and technical support to collaborative work efforts.

### **RESOURCE IMPACTS**

The Regional Water Quality Monitoring Task Force FY 2021-22 Budget provides a budget of \$356,845 to conduct the Santa Ana River Regional Bacteria Monitoring Program. All staff contract administration

time for this contract will be taken from the Regional Water Quality Monitoring Task Force budget and funded by the Task Force Stakeholders.

Attachments:

1. PowerPoint Presentation
2. General Services Agreement - CDM Smith
3. Task Order CDM386-16
4. CDM Smith Proposal
5. KMEA Proposal
6. Proposal Evaluation Sheet
7. Panel Interview Questions

# **Regional Water Quality Monitoring Task Force**

## **Consultant Task Order**

**Rick Whetsel, Senior Watershed Manager  
SAWPA Commission | December 15, 2020  
Item No. 7.B.**

# Recommendation

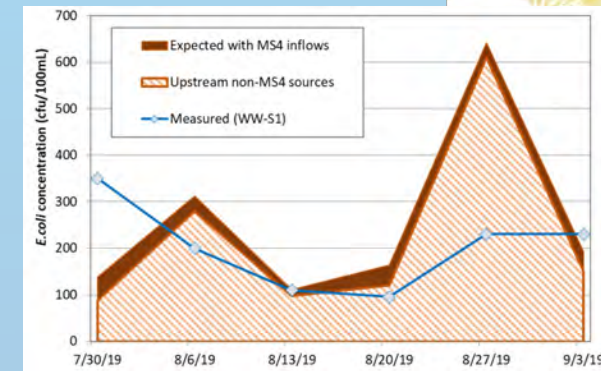
It is recommended that the Commission authorize the General Manager to execute the following:

- 1. General Services Agreement with CDM Smith; and,
- 2. Task Order No. CDM386-16 with CDM Smith, a three-year task order with an option to exercise a two-year extension for an annual amount not to exceed \$356,845, totaling \$1,070,535 over the three-year period, for FY 2021-22 through FY 2023-24 to oversee and implement the Santa Ana River Regional Bacteria Monitoring Program.

# Regional Water Quality Monitoring Task Force

## Scope of Activities

- Implements a coordinated regional surface water quality (bacteria) monitoring program:
  - Meet the requirements of the Basin Plan Implementation Plan bacterial indicator monitoring requirements
  - Support consolidation and standardization of regional programs such as the Middle Santa Ana River Bacteria TMDL
  - Annual reporting to Regional Board (June )
- Assist Regional Board with future triennial reviews and future amendments of the Basin Plan



# History / Timeline

## Stormwater Quality Standards Task Force

- **May 2003** – SAWPA approved Agreement
- **June 2012** – Regional Board adopts Basin Plan Amendment Revising Recreation Standards for Inland Freshwaters
- **April 2015** – EPA Approves Basin Plan Amendment Revising Recreation Standards for Inland Freshwaters

## Middle Santa Ana River Pathogen TMDL Task Force

- **January 2006** – SAWPA approved Agreement
- **May 2007** – EPA Approves MSAR TMDLs

## Regional Water Quality Monitoring Program

- **March 2016** – Regional Board approves Santa Ana Watershed Bacteria Monitoring Program and Quality Assurance Project Plan reflecting a need for a new Task Force
- **May 2016** – Regional Water Quality Monitoring Task Force Implements Santa Ana River Regional Bacteria Monitoring Program



# Benefits to SAWPA

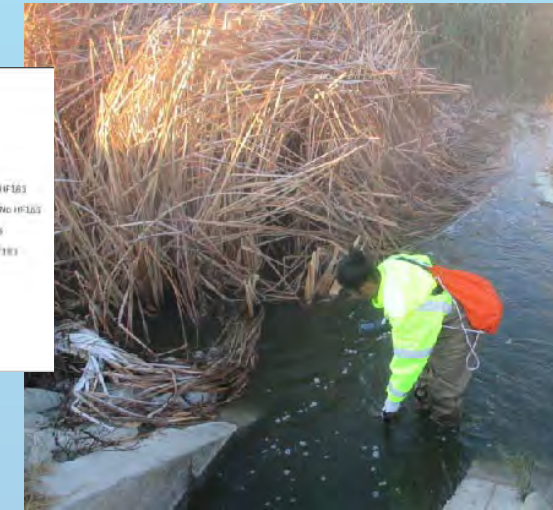
- Supports continuing mission to improve regional water quality
- Utilizes staff experience and expertise in managing and administering multi-agency Task Forces
- Continues partnership with Santa Ana Regional Board in providing regional facilitation and support services
- Provides data, studies and project plans to support SAWPA's One Water One Watershed Plan
- Consolidates multiple monitoring efforts to achieve economies of scale
  - Additionally, it is anticipated to expand to include other monitoring as the need arises



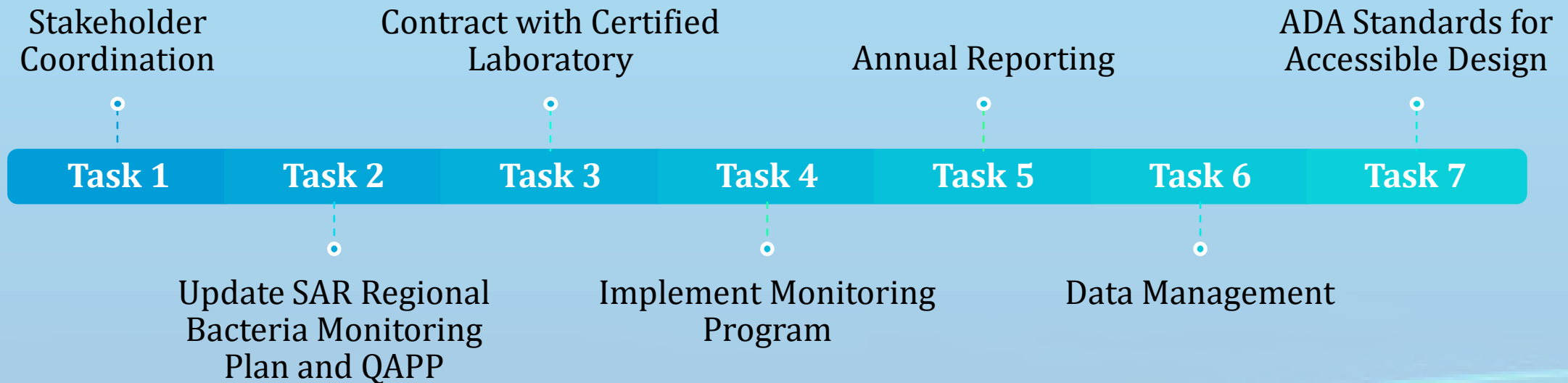


# Santa Ana River Regional Bacteria Monitoring Program 2020 Request for Proposals

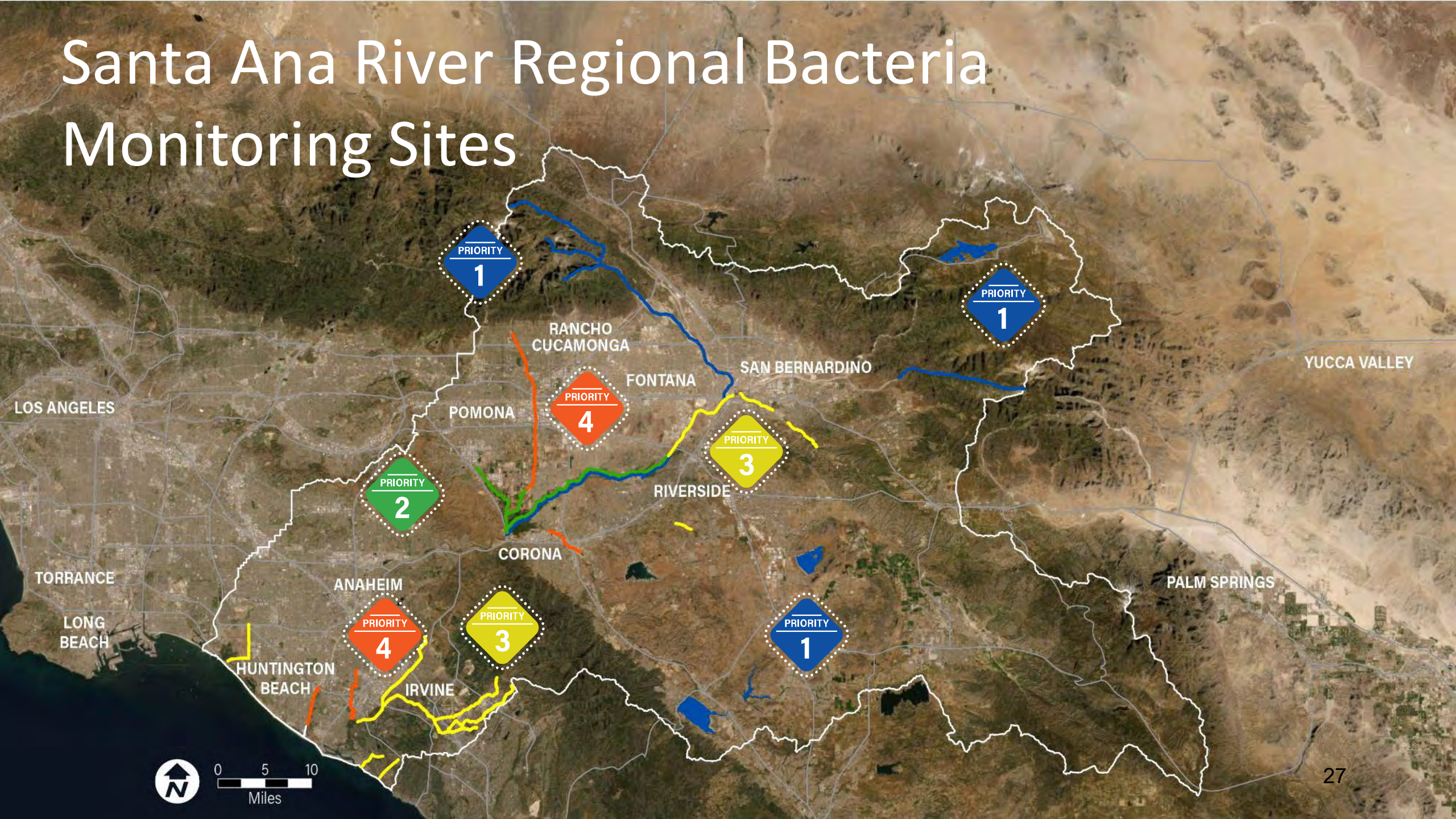
- **October 6<sup>th</sup>** – Staff Issues Request for Proposals
- **November 5<sup>th</sup>** – Two Proposals Submitted
  - KMEA
  - CDM Smith
- **December 2<sup>nd</sup>** – Consultant Interviews
  - RWQM Task Force selects CDM Smith
- Key Factors in selection of CDM Smith
  - Experience and knowledge of the program goals and objectives
  - Technical Expertise
  - Working Relationship with Regional Board



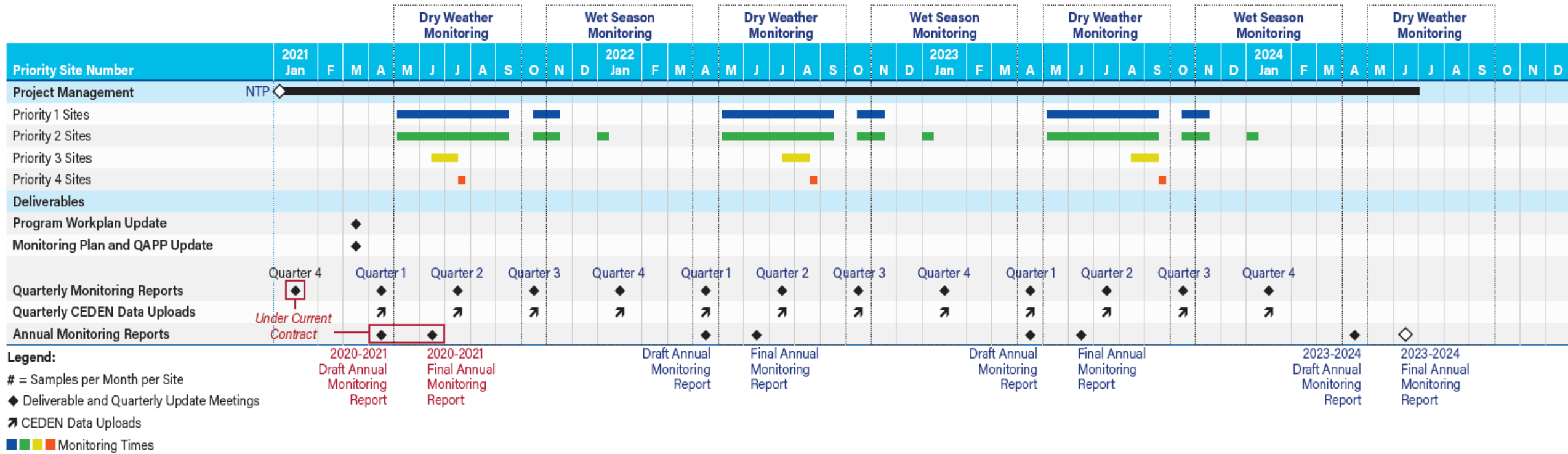
# Santa Ana River Regional Bacteria Monitoring Program



# Santa Ana River Regional Bacteria Monitoring Sites



# Project Schedule



# Funding Partners

## Regional Water Quality Monitoring Task Force

- County of Orange
- Riverside County Flood Control & Water Conservation District
- San Bernardino County Flood Control District

## Middle Santa Ana River Bacteria TMDL Task Force

- San Bernardino County Flood Control District representing the Cities of
  - Cities of Chino, Chino Hills, Fontana, Montclair, Ontario, Rancho Cucamonga, Rialto, and Upland
- County of Riverside
- City of Claremont
- City of Corona
- City of Norco
- City of Pomona
- City of Riverside
- Agricultural Operators represented by Chino Basin Watermaster Agricultural Pool



# Recommendation

It is recommended that the Commission authorize the General Manager to execute the following:

- 1. General Services Agreement with CDM Smith; and,
- 2. Task Order No. CDM386-16 with CDM Smith, a three-year task order with an option to exercise a two-year extension for an annual amount not to exceed \$356,845, totaling \$1,070,535 over the three-year period, for FY 2021-22 through FY 2023-24 to oversee and implement the Santa Ana River Regional Bacteria Monitoring Program.

# Questions



**SANTA ANA WATERSHED PROJECT AUTHORITY**  
**GENERAL SERVICES AGREEMENT FOR SERVICES BY INDEPENDENT CONSULTANT**

This Agreement is made this **15<sup>th</sup> day of December, 2020** by and between the Santa Ana Watershed Project Authority ("SAWPA") located at 11615 Sterling Avenue, Riverside, CA, 92503 and CDM Smith, Inc. ("Consultant") whose address is 46 Discovery, Suite 250, Irvine, CA 92618.

**RECITALS**

This Agreement is entered into on the basis of the following facts, understandings, and intentions of the parties to this Agreement:

- SAWPA desires to engage the professional services of Consultant to perform such professional consulting services as may be assigned, from time to time, by SAWPA in writing;
- Consultant agrees to provide such services pursuant to, and in accordance with, the terms and conditions of this Agreement and has represented and warrants to SAWPA that Consultant possesses the necessary skills, qualifications, personnel, and equipment to provide such services; and
- The services to be performed by Consultant shall be specifically described in one or more written Task Orders issued by SAWPA to Consultant pursuant to this Agreement.

**AGREEMENT**

Now, therefore, in consideration of the foregoing Recitals and mutual covenants contained herein, SAWPA and Consultant agree to the following:

**ARTICLE I**

**TERM OF AGREEMENT**

**1.01** This agreement shall become effective on the date first above written and shall continue until **December 31, 2024**, unless extended or sooner terminated as provided for herein.

**ARTICLE II**

**SERVICES TO BE PERFORMED**

**2.01** Consultant agrees to provide such professional consulting services as may be assigned, from time to time, in writing by the Commission and the General Manager of SAWPA. Each assignment shall be made in the form of a written Task Order. Each such Task Order shall include, but shall not be limited to, a description of the nature and scope of the services to be performed by Consultant, the amount of compensation to be paid, and the expected time of completion.

**2.02** Consultant may at Consultant's sole cost and expense, employ such competent and qualified independent professional associates, subcontractors, and consultants as Consultant deems necessary to perform each assignment; provided that Consultant shall not subcontract any work to be performed without the prior written consent of SAWPA.

**ARTICLE III**

**COMPENSATION**

**3.01** In consideration for the services to be performed by Consultant, SAWPA agrees to pay Consultant as provided for in each Task Order.

**3.02** Each Task Order shall specify a total not-to-exceed sum of money and shall be based upon the regular hourly rates customarily charged by Consultant to its clients.

**3.03** Consultant shall not be compensated for any services rendered nor reimbursed for any expenses incurred in excess of those authorized in any Task Order unless approved in advance by the Commission and General Manager of SAWPA, in writing.



**3.04** Unless otherwise provided for in any Task Order issued pursuant to this Agreement, payment of compensation earned shall be made in monthly installments after receipt from Consultant of a timely, detailed, corrected, written invoice by SAWPA's Project Manager, describing, without limitation, the services performed, when such services were performed, the time spent performing such services, the hourly rate charged therefore, and the identity of individuals performing such services for the benefit of SAWPA. Such invoices shall also include a detailed itemization of expenses incurred. Upon approval by an authorized SAWPA employee, SAWPA will pay within 30 days after receipt of a valid invoice from Consultant.

#### **ARTICLE IV**

#### **CONSULTANT OBLIGATIONS**

**4.01** Consultant agrees to perform all assigned services in accordance with the terms and conditions of this Agreement including those specified in each Task Order. In performing the services required by this Agreement and any related Task Order Consultant shall comply with all local, state and federal laws, rules and regulations. Consultant shall also obtain and pay for any permits required for the services it performs under this Agreement and any related Task Order.

**4.02** Except as otherwise provided for in each Task Order, Consultant will supply all personnel and equipment required to perform the assigned services.

**4.03** Consultant shall be solely responsible for the health and safety of its employees, agents and subcontractors in performing the services assigned by SAWPA.

**4.04** Insurance Coverage: Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, its agents, representatives, employees or sub-contractors.

**4.04(a) Coverage** - Coverage shall be at least as broad as the following:

- 1. Commercial General Liability (CGL)** - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to SAWPA) or the general aggregate limit shall be twice the required occurrence limit.
- 2. Automobile Liability** – (if necessary) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
- 3. Workers' Compensation Insurance** - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
- 4. Professional Liability** - (Also known as Errors & Omission) Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
- 5. Cyber Liability Insurance (Technology Professional Liability – Errors and Omissions)** – If Consultant will be providing technology services, limits not less than \$2,000,000 per occurrence or claim, and \$2,000,000 aggregate or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Consultant in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress,

invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, SAWPA requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to SAWPA.

**4.04(b) If Claims Made Policies:**

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
3. If coverage is canceled or non-renewed, and not **replaced with another claims-made policy form with a Retroactive Date** prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of **five (5) years** after completion of contract work.

**4.04(c) Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against SAWPA, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not SAWPA has received a waiver of subrogation from the insurer.

**4.04(d) Other Required Provisions -** The general liability policy must contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** SAWPA, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.
2. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to SAWPA, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Member Water Agency its directors, officers, employees and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

**4.04(e) Notice of Cancellation:** Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to SAWPA.

**4.04(f) Self-Insured Retentions -** Self-insured retentions must be declared to and approved by SAWPA. SAWPA may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or SAWPA.

**4.04(g) Acceptability of Insurers -** Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by SAWPA.

**4.04(h) Verification of Coverage –** Consultant shall furnish SAWPA with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by SAWPA before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. SAWPA reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

**4.04(i) Subcontractors** - Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that SAWPA, its directors, officers, employees and authorized volunteers are additional insureds on Commercial General Liability Coverage.

**4.05** Consultant hereby covenants and agrees that SAWPA, its officers, employees, and agents shall not be liable for any claims, liabilities, penalties, fines or any damage to property, whether real or personal, nor for any personal injury or death caused by, or resulting from, or claimed to have been caused by or resulting from, any negligence, recklessness, or willful misconduct of Consultant. To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify SAWPA, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from all acts or omissions of Consultant or its officers, agents, or employees in rendering services under this Agreement and any Task Order issued hereunder; excluding, however, such liability, claims, losses, damages or expenses arising from SAWPA's sole negligence or willful acts.

**4.06** In the event that SAWPA requests that specific employees or agents of Consultant supervise or otherwise perform the services specified in each Task Order, Consultant shall ensure that such individual(s) shall be appointed and assigned the responsibility of performing the services.

**4.07** In the event Consultant is required to prepare plans, drawings, specifications and/or estimates, the same shall be furnished with a registered professional engineer's number and shall conform to local, state and federal laws, rules and regulations. Consultant shall obtain all necessary permits and approvals in connection with this Agreement, any Task Order or Change Order. However, in the event SAWPA is required to obtain such an approval or permit from another governmental entity, Consultant shall provide all necessary supporting documents to be filed with such entity, and shall facilitate the acquisition of such approval or permit.

**4.08** Consultant shall comply with all local, state and federal laws, rules and regulations including those regarding nondiscrimination and the payment of prevailing wages, if required by law.

## ARTICLE V

### **SAWPA OBLIGATIONS**

**5.01** SAWPA shall:

**5.01a** Furnish all existing studies, reports and other available data pertinent to each Task Order that are in SAWPA's possession;

**5.01b** Designate a person to act as liaison between Consultant and the General Manager and Commission of SAWPA.

## ARTICLE VI

### **ADDITIONAL SERVICES, CHANGES AND DELETIONS**

**6.01** During the term of this Agreement, the Commission of SAWPA may, from time to time and without affecting the validity of this Agreement or any Task Order issued pursuant thereto, order changes, deletions, and additional services by the issuance of written Change Orders authorized and approved by the Commission of SAWPA.

**6.02** In the event Consultant performs additional or different services than those described in any Task Order or authorized Change Order without the prior written approval of the Commission of SAWPA, Consultant shall not be compensated for such services.

**6.03** Consultant shall promptly advise SAWPA as soon as reasonably practicable upon gaining knowledge of a condition, event, or accumulation of events, which may affect the scope and/or cost of services to be provided pursuant to this Agreement. All proposed changes, modifications, deletions, and/or requests for additional services shall be reduced to writing for review and approval or rejection by the Commission of SAWPA.

**6.04** In the event that SAWPA orders services deleted or reduced, compensation shall be deleted or reduced by a comparable amount as determined by SAWPA and Consultant shall only be compensated for services actually performed. In the event additional services are properly authorized, payment for the same shall be made as provided in Article III above.

## **ARTICLE VII**

### **CONSTRUCTION PROJECTS: CONSULTANT CHANGE ORDERS**

**7.01** In the event SAWPA authorizes Consultant to perform construction management services for SAWPA, Consultant may determine, in the course of providing such services, that a Change Order should be issued to the construction contractor, or Consultant may receive a request for a Change Order from the construction contractor. Consultant shall, upon receipt of any requested Change Order or upon gaining knowledge of any condition, event, or accumulation of events, which may necessitate issuing a Change Order to the construction contractor, promptly consult with the liaison, General Manager and Commission of SAWPA. No Change Order shall be issued or executed without the prior approval of the Commission of SAWPA.

## **ARTICLE VIII**

### **TERMINATION OF AGREEMENT**

**8.01** In the event the time specified for completion of an assigned task in a Task Order exceeds the term of this Agreement, the term of this Agreement shall be automatically extended for such additional time as is necessary to complete such Task Order and thereupon this Agreement shall automatically terminate without further notice.

**8.02** Notwithstanding any other provision of this Agreement, SAWPA, at its sole option, may terminate this Agreement at any time by giving 10 day written notice to Consultant, whether or not a Task Order has been issued to Consultant.

**8.03** In the event of termination, the payment of monies due Consultant for work performed prior to the effective date of such termination shall be paid after receipt of an invoice as provided in this Agreement.

## **ARTICLE IX**

### **CONSULTANT STATUS**

**9.01** Consultant shall perform the services assigned by SAWPA in Consultant's own way as an independent contractor, in pursuit of Consultant's independent calling and not as an employee of SAWPA. Consultant shall be under the control of SAWPA only as to the result to be accomplished and the personnel assigned to perform services. However, Consultant shall regularly confer with SAWPA's liaison, General Manager, and Commission as provided for in this Agreement.

**9.02** Consultant hereby specifically represents and warrants to SAWPA that the services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily applicable to an experienced and competent professional consulting organization rendering the same or similar services. Furthermore, Consultant represents and warrants that the individual signing this Agreement on behalf of Consultant has the full authority to bind Consultant to this Agreement.

## **ARTICLE X**

### **AUDIT AND OWNERSHIP OF DOCUMENTS**

**10.01** All draft and final reports, plans, drawings, specifications, data, notes, and all other documents of any kind or nature prepared or developed by Consultant in connection with the performance of services assigned to it by SAWPA are the sole property of SAWPA, and Consultant shall promptly deliver all such materials to SAWPA. Consultant may retain copies of the original documents, at its option and expense. Use of such documents by SAWPA for project(s) not the subject of this Agreement shall be at SAWPA's sole risk without legal liability or exposure to Consultant. SAWPA agrees to not release any software "code" without prior written approval from the Consultant.

**10.02** Consultant shall retain and maintain, for a period not less than four years following termination of this Agreement, all time records, accounting records, and vouchers and all other records with respect to all matters concerning services performed, compensation paid and expenses reimbursed. At any time during normal business hours and as often as SAWPA may deem necessary, Consultant shall make available to SAWPA's agents for examination of all such records and will permit SAWPA's agents to audit, examine and reproduce such records.

## **ARTICLE XI**

### **MISCELLANEOUS PROVISIONS**

**11.01** This Agreement supersedes any and all previous agreements, either oral or written, between the parties hereto with respect to the rendering of services by Consultant for SAWPA and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in writing signed by both parties.

**11.02** Consultant shall not assign or otherwise transfer any rights or interest in this Agreement without the prior written consent of SAWPA. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

**11.03** In the event Consultant is an individual person and dies prior to completion of this Agreement or any Task Order issued hereunder, any monies earned that may be due Consultant from SAWPA as of the date of death will be paid to Consultant's estate.

**11.04** Time is of the essence in the performance of services required hereunder. Extensions of time within which to perform services may be granted by SAWPA if requested by Consultant and agreed to in writing by SAWPA. All such requests must be documented and substantiated and will only be granted as the result of unforeseeable and unavoidable delays not caused by the lack of foresight on the part of Consultant.

**11.05** SAWPA expects that Consultant will devote its full energies, interest, abilities and productive time to the performance of its duties and obligations under this Agreement, and shall not engage in any other consulting activity that would interfere with the performance of Consultant's duties under this Agreement or create any conflicts of interest. If required by law, Consultant shall file a Conflict of Interest Statement with SAWPA.

**11.06** Any dispute which may arise by and between SAWPA and the Consultant, including the Consultants, its employees, agents and subcontractors, shall be submitted to binding arbitration. Arbitration shall be conducted by a neutral, impartial arbitration service that the parties mutually agree upon, in accordance with its rules and procedures. The arbitrator must decide each and every dispute in accordance with the laws of the State of California, and all other applicable laws. Unless the parties stipulate to the contrary prior to the appointment of the arbitrator, all disputes shall first be submitted to non-binding mediation conducted by a neutral, impartial mediation service that the parties mutually agree upon, in accordance with its rules and procedures.

**11.07** During the performance of the Agreement, Consultant and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status and denial of family care leave. Consultant and its subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12290 et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 et seq., set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Consultant and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. Consultant shall include the





# SANTA ANA WATERSHED PROJECT AUTHORITY TASK ORDER NO. CDM386-16

**CONSULTANT:** CDM Smith, Inc. **VENDOR NO.:** 1575  
 46 Discovery, Suite 250  
 Irvine, CA 92618

**VALUE:** **\$1,070,535.00 (\$356,845 annually)**

**PAYMENT:** Upon Receipt of Proper Invoice

**REQUESTED BY:** Rick Whetsel, Senior Watershed Manager **December 15, 2020**

**FINANCE:** \_\_\_\_\_  
 Karen Williams, Deputy GM/CFO Date

**FINANCING SOURCE:** Acct. Coding 386MONIT-6113-01  
 Acct. Description General Consulting

**COMMISSION AUTHORIZATION REQUIRED:** YES ( X ) NO ( )  
 Authorization: December 15, 2020; CM#2020.82

This Task Order is issued upon approval and acceptance by the Santa Ana Watershed Project Authority (SAWPA) and CDM Smith, Inc. (Consultant) pursuant to the Agreement for Services between SAWPA and Consultant, entered into on December 15, 2020, expiring December 31, 2024.

### I. PROJECT NAME OR DESCRIPTION

Implementation of the Santa Ana River (SAR) Regional Bacteria Monitoring Program 2021-24

### II. SCOPE OF WORK / TASKS TO BE PERFORMED

Consultant shall provide all labor, materials, and equipment for the Consultant to oversee the implementation of the Santa Ana River (SAR) Regional Bacteria Monitoring Program through FYE 2024. This includes coordinating with stakeholders to assess the level of support required by each entity; implement all aspects of the SAR Bacteria Monitoring Program as directed by the responsible agencies and assemble all field data and laboratory results, fulfill all annual reporting (including ACA compliant reporting), and data management requirements for the monitoring program. The detailed scope of work is described in the attached Proposal.

### III. PERFORMANCE TIME FRAME

Consultant shall begin work January 1, 2021 and shall complete performance of such services by or before by **June 30, 2024.**

This three-year task order includes an option to exercise a two-year extension.

### IV. SAWPA LIAISON

Rick Whetsel and/or Mark Norton shall serve as liaison between SAWPA and Consultant.

### V. COMPENSATION

For all services rendered by Consultant pursuant to this Task Order, upon receipt of a Notice to Proceed Consultant shall receive an annual amount not to exceed **\$356,845**, totaling **\$1,070,535** over the three-year period, for FY 2021-22 through FY 2023-24 to oversee and implement the Santa Ana River Regional Bacteria Monitoring Program. Payment for such services shall be made within 30







# PROPOSAL FOR Santa Ana Watershed Project Authority

Regional Water Quality Monitoring Task Force

## **Implementation of the Santa Ana River Regional Bacteria Monitoring Program**

November 5, 2020



**CDM  
Smith**



46 Discovery, Suite 250  
Irvine, California 92618  
tel: 949 752-5452  
fax: 949 752-5452  
cdmsmith.com

November 5, 2020

Rick Whetsel  
Santa Ana Watershed Project Authority  
11615 Sterling Avenue  
Riverside, CA 92503  
T: (951) 354-4222 | E: rwhetsel@sawpa.org

**Subject: Consulting Services for Implementation of the Santa Ana River Regional Bacteria Monitoring Program**

Dear Mr. Whetsel:

The Santa Ana Watershed Project Authority (SAWPA) Regional Water Quality Monitoring Task Force (Task Force) is seeking a highly qualified consultant to implement the next phase of the Santa Ana River (SAR) Regional Bacteria Monitoring Program (RBMP). The main goal of the SAR RBMP is to implement the monitoring required by the Basin Plan amendment (BPA) and Middle Santa Ana River (MSAR) Bacteria TMDL to support the protection of recreational uses throughout the SAR watershed. CDM Smith has assembled an experienced team to assist SAWPA in achieving this goal through the successful execution of this project. Specifically our team provides:

**Proven leadership and firsthand knowledge of the SAR watershed** – Our team, led by Project Director **Steve Wolosoff**, has provided technical support and regulatory analysis to guide the Task Force for 16 years, since the inception of the Stormwater Quality Standards Study (SQSS), over the entire course of the concurrent Middle Santa Ana River (MSAR) Bacteria TMDL Task Force, and for the first five years of this RBMP. During our management of the RBMP, we have provided the following benefits for SAWPA:

- Successful monitoring program implementation by collecting and analyzing all planned samples
- Efficient management with cost savings of \$150,000
- Fostered partnership with Municipal Separate Storm Sewer Systems (MS4s) and Regional Board
- Seamless coordination with MSAR TMDL Task Force

We designed the TMDL implementation plans for the MSAR TMDL Task Force, which involved extensive source investigation, several innovative monitoring studies to better understand sources of fecal bacteria in each drainage area, best management practices (BMPs) evaluation, and monitoring of water quality parameters. Our long-standing experience with the Task Force gives the CDM Smith team insight into new challenges facing the watershed and concepts on how to solve them.

**Turnkey field team with thorough and thoughtful program oversight** – CDM Smith will bring innovative approaches to the Task Force that will be useful in exploring regulatory alternatives and addressing bacteria TMDLs in the region, such as the recently completed Synoptic Study in the MSAR. Our team will continue to help the Task Force by early identification of a sufficient data set size, reducing redundancy with other sampling efforts, and implementing best value alternatives, including overall site and lab allocation while operating in a COVID-19 environment. For the past four years, our team has achieved RBMP success demonstrated by our successful delivery of all milestones on time and under budget. CDM Smith's successful performance on the current program is also evidence that our team knows and understands the reporting functions and essential processes to uploading data.



Mr. Whetsel  
November 5, 2020  
Page 2

We are prepared to immediately begin working with the Task Force to continue successful and seamless implementation of the next phase of the RBMP.

**Direct experience, knowledge, and understanding of SAWPA, regulator, and stakeholder interests and priorities** – Steve is well known by the stakeholders, including the Regional Board, Southern California counties such as Orange County Public Works, County of Riverside, San Bernardino County, and Los Angeles County, as well as the Cities of Claremont and Pomona. In the past five years, he has facilitated over 20 presentations to the Task Force. Our proposed monitoring program task leader Paul Caswell has also coordinated with stakeholders and subconsultants throughout the Regional Water Quality Program. Alberto Acevedo serves as the principal-in-charge of the current program and will continue to administer the overall team and client relationship with stakeholders encouraging a streamlined operation. These existing relationships have resulted in well-timed Regional Board support for the advancements to the SAR RBMP. We will work collaboratively with each stakeholder to increase the efficiency of the RBMP while using the collected data to drive regulatory actions.

**Comprehensive understanding and expertise of interpreting water quality data** – We have engaged in a proactive approach to modify the monitoring plan and will continue advocating for early completion of Task Force objectives, which will result in a monitoring program that remains ahead of the regulatory curve and provides stakeholders a thorough understanding of the state of the waterbodies in their jurisdiction. Our team's familiarity with the watershed has already created a positive course of action as evidenced by improving water quality conditions in most of the SAR basin's inland surface waters and significant investments in studies and implementation projects in the waters with the highest risk of exposure.

The Task Force can rely on the expertise of the CDM Smith team, supplemented by our field program subconsultant Vik Bapna of California Watershed Engineering (CWE) to provide continued support for the implementation of the RBMP by applying successful methods performed during the first five years of the monitoring program, such as completing all tasks on schedule and under budget, collecting 100% of planned samples, and working collaboratively with all stakeholders. Our team brings the Task Force a comprehensive understanding of Clean Water Act regulatory alternatives, key issues associated with implementing use attainability analysis (UAAs), and developing antidegradation targets.

CDM Smith is vested in meeting the goals and objectives of the program and will provide a seamless transition into monitoring year 2021-2022.

We look forward to providing continued support to the Task Force through implementation of the RBMP. If you have any questions about our proposal or qualifications, please contact Steve Wolosoff via telephone at (617) 452-6393 or via email at WolosoffSE@cdmsmith.com or Alberto Acevedo via telephone at (949) 930-7252 or via email at acevedoa@cdmsmith.com.

Sincerely,

Alberto Acevedo, PE, PMP, BCEE  
Principal-in-Charge/Client Service Leader  
CDM Smith Inc.

Steve Wolosoff, BCES  
Project Director/Project Manager  
CDM Smith Inc.





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Cover Letter

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## CDM Smith Organization

Established in 1947, CDM Smith is a global, privately owned engineering and construction firm providing client service and smart solutions in water, environment, transportation, energy and facilities. We are an industry-recognized national water resources leader. With over 5,000 employees in 125+ offices worldwide, CDM Smith is comprised of engineers, scientists, planners, and programmers that support municipalities, utilities, federal and state regulatory agencies, and industries in implementing water quality programs for stormwater, wastewater, combined sewer overflows, drinking water, and hazardous waste projects. CDM Smith has completed more than 100 TMDL development projects across the U.S.

### CDM Smith brings...



We deliver a full range of services that satisfy client needs for progressive planning, environmental evaluation, engineering, design, consulting, program management and construction management. CDM Smith maintains the size, stability and resources to take on a wide range of projects successfully. CDM Smith possesses all required business licenses, registrations, and certifications to provide monitoring services in Southern California. We will carry out the functions of the contract from our Irvine, California office.

Our water quality services that interconnect with the tasks of the SAR RBMP include:

- Water Resources Management
- Watershed Management
- Stormwater Integrated Solutions
- Groundwater Treatment/Recharge

## Key Subconsultants

CDM Smith is continuing our strategic partnership with **CWE** to offer an expert consulting team to SAWPA that will continue to efficiently implement the SAR RBMP. CWE was established in 2006 as a S Corporation. They have 34 employees and are certified as a Disadvantaged Business Enterprise (DBE), Minority Business Enterprise (MBE), and Small Business Enterprise (SBE). CWE's consulting services include the development and implementation of dry and wet weather monitoring programs; integration of stormwater permit compliance; watershed management techniques and water resources to develop solutions to reduce stormwater and urban runoff pollution, increase groundwater recharge; provide adequate flood protection; enhance wildlife habitat, and create recreational opportunities. CWE has substantial experience implementing water quality monitoring programs in Southern California to support compliance with MS4 permits and TMDLs. They will support this contract from their corporate headquarters in Fullerton, California from which they can mobilize more than 20 individuals to implement the RBMP field component.

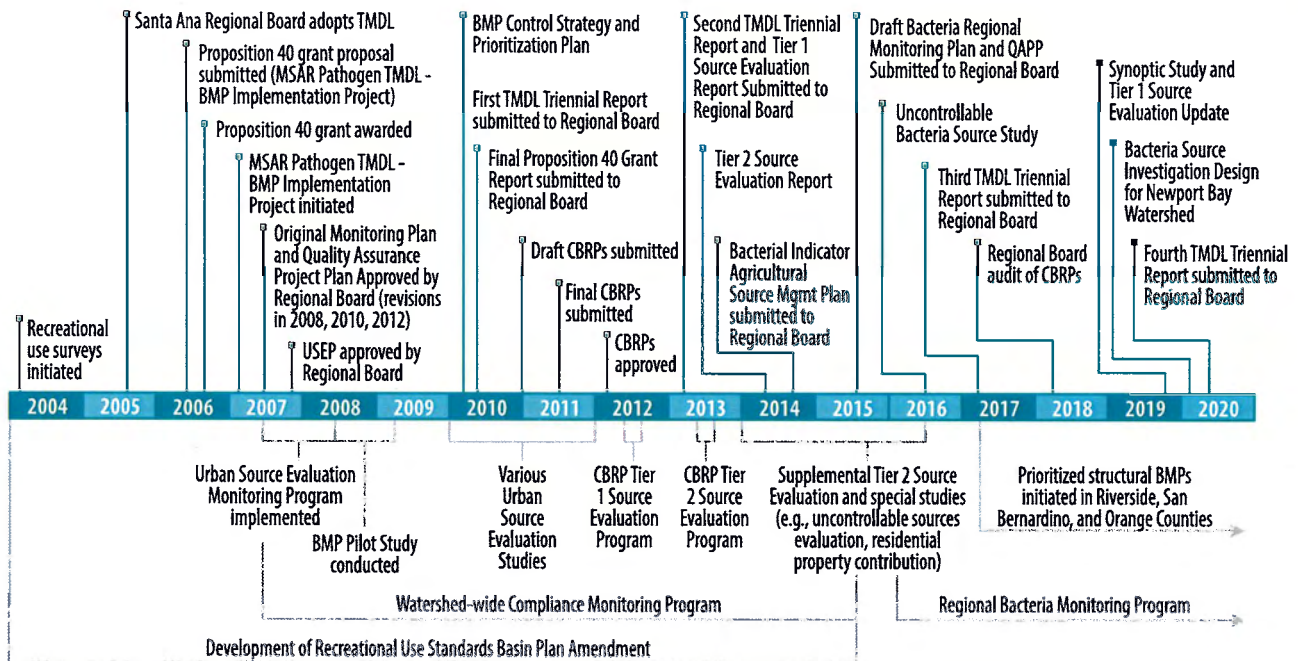
*CDM Smith will establish necessary contracts with vetted laboratories on page 6, once selected for the project.*

## CDM Smith Qualifications for Southern California Monitoring Programs

Our work for the Task Force has not only served to meet the detailed Work Plan developed in 2015 in the monitoring plan and Quality Assurance Project Plan (QAPP), but has also involved proactive and creative adaptations to the RBMP based on analysis of data in each monitoring year. In some cases, these adaptations have reduced program expenditures, and in others have increased data collection where needed. The trust built between the Task Force agencies and technical and regulatory support teams has resulted in rapid Regional Board support for adaptation of the RBMP.

In addition to providing specialized services to the MSAR Bacteria TMDL Task Force, our team provided technical support and regulatory analysis for the SQSS Task Force. We leveraged a comprehensive understanding of Clean Water Act regulatory alternatives to help chart a path that led to UAAs and antidegradation targets that were adopted by the Regional Board and approved by EPA. We will use our effective processes and unique experience to continue to support the Task Force.

Figure 1 on the following page represents a timeline of our history providing technical and regulatory support services for SAWPA.



**Figure 1** – For more than a decade, CDM Smith has been providing comprehensive technical support to SAWPA and watershed stakeholders to support the SQSS and MSAR Bacteria TMDL Task Forces.

## Advantages of the CDM Smith Team

Since 2004, project director **Steve Wolosoff** has provided technical analysis to develop the RBMP based on prior work to support the SQSS and MSAR bacteria TMDL Task Forces. Our monitoring task lead **Paul Caswell** has been providing field assessment and data management since 2019 and our field program subconsultant **CWE** has supported the RBMP since 2016.

We offer SAWPA the advantage of continuing the implementation of the RBMP with a team that has an intimate knowledge of your watershed, knows what direction the MSAR Watershed TMDL Task Force is headed, and the interests of the SAR watershed stakeholders.

The CDM Smith team has accomplished Task Force initiatives such as the advancement of scientific understanding of fecal bacteria sources in urban watersheds, taking action to address fecal bacteria impairments with source investigation and structural controls, and using the tools afforded in the Clean Water Act to prioritize use of resources to protect public health.

Selecting CDM Smith to perform the requested consulting services provides:

- Firsthand Knowledge of the SAR Watershed:** Our team's exposure and familiarity with the SAR watershed gives us a more exhaustive look into analyzing collected data and providing a more accurate and appropriate path for the Task Force.
- Turnkey Field Team:** As the current contractor for the RBMP, our multidiscipline team boasts an extensive understanding of the project area, level of coordination, and your needs. Our field program subconsultant, **CWE** also has developed a detailed understanding of the sampling locations and procedures. Maintaining a proven team provides continuity and assures a seamless transition of monitoring tasks and reporting.
- Client and Stakeholder Relationships and Interests:** **Steve** and the CDM Smith team are well connected to a vast network of water quality professionals in the watershed's municipalities. The CDM Smith team will leverage our existing relationship and familiarity with SAWPA, regulators, and watershed stakeholders to coordinate, start immediately, and efficiently manage the tasks for the RBMP. SAWPA will benefit by maintaining the sound partnership and trusted team to continue performing the RBMP monitoring and reporting objectives.

## Section 2

# Project Understanding

The SAR RBMP began in 2002 when SQSS Task Force was formed to embark upon a deliberate and measured approach to protect the recreational uses of the inland surface waters in the Santa Ana Basin. The SQSS Task Force collaborated for over a decade to prepare a BPA that pulled from 17 recreational use surveys, six UAAs, an economic feasibility assessment CEQA analysis, and other special studies. SAWPA is seeking a qualified team to implement the SAR RBMP.

The BPA to Revise Recreation Standards for Inland Freshwaters in the Santa Ana Region was approved by EPA Region 9 in April 2015 and allowed for the watershed stakeholders to focus resources on areas of highest priority to protect public health.

The SQSS and associated Task Force was successfully completed with the 2015 approval of the BPA. In 2016, CDM Smith developed the RBMP to collect the routine bacteriological data needed to meet the requirements contained in the BPA, as follows:



Monitor fecal bacteria conditions in the areas of exposure, including lakes and streams with designated beaches and active recreational use to ensure water quality objectives (WQOs) are being met or actively addressed



Evaluate effectiveness of implementation actions taken to comply with the MSAR Bacteria TMDL



Collect data to evaluate status and trends in other bacteria impaired waters throughout the Santa Ana Basin



Verify that waters re-designated as 'REC2 only' meet antidegradation requirements in the absence of a numeric WQO

The planned priorities scheduled for the monitoring sites in the current RBMP are shown below.





The primary goal of the SAR RBMP is to implement the monitoring required by the BPA and MSAR Bacteria TMDL to support the protection of recreational uses throughout the SAR watershed. CDM Smith’s ability to achieve this goal can be defined by five critical success factors that are crucial to executing the RBMP.

### SAWPA’s 5 Critical Success Factors



**1**  
**Delivering a Seamless Project**



**2**  
**Proactive Program Adaptation**



**3**  
**Integration with Existing Monitoring Programs**



**4**  
**Collect & Analyze Targeted Number of Samples**



**5**  
**Timely Uploads Into CEDEN Database**

Benefit	Benefit	Benefit	Benefit	Benefit
A turnkey consultant will provide SAWPA with continuity to deliver the project seamlessly. Our intimate knowledge of the SAR watershed and existing relationships with SAWPA, regulators, and watershed stakeholders provides us with a comprehensive understanding of how to deliver this project.	CDM Smith will work collaboratively with the stakeholders to increase the efficiency of the RBMP while using the collected data to drive regulatory actions allowing for successful navigation of future regulations.  The collected data will meet compliance objectives and requirements.	Our knowledge of the program allows us to complete this process of collaborating with other select monitoring programs to identify areas where integration will lead to reduced cost for the stakeholders.	CDM Smith and CWE have worked to make sure that sampling events occur when planned and are accomplished without delay.	By identifying early opportunities to upload data into CEDEN, SAWPA will meet schedule and task deadlines ahead of schedule; therefore, allowing focus on other project milestones.
Proof of Success	Proof of Success	Proof of Success	Proof of Success	Proof of Success
The CDM Smith team has successfully managed the monitoring program for five years and has already developed a successful approach for delivering the project on time and under budget for the last four years.	The CDM Smith team has provided technical support and regulatory analysis to guide the Task Force for 16 years and has experience coordinating with the Regional Board.  We understand the outlook of future regulations and foresee an evolution of recreational water regulations that will affect the TMDL waters and other receiving waters in the Santa Ana Basin.	CDM Smith included TMDL compliance monitoring requirements into the RBMP monitoring plan and QAPP. This has increased the efficiency of both programs and allowed for a single document specifying the bacteria sample required for the protection of recreational uses in the Santa Ana River Basin.	Through the COVID-19 pandemic and excluding uncontrollable circumstances (forest fires and flood flows), CDM Smith has collected 100% of planned samples and delivered them within stringent hold times meeting all QAPP Requirements over the last five years.	CDM Smith has successfully loaded four years of data into CEDEN, and has worked with CEDEN administrators to verify that all project databases are properly verified and formatted for timely submission.  We recently uploaded all of the 2020 dry season data eight months ahead of schedule to meet the CEDEN upload deadline for the 2024 Regional Listing Cycle. We will continue to look for opportunities to positively position the Task Force relative to regulatory actions.



## Approach

CDM Smith will work collaboratively with the Task Force using a straightforward and transparent approach to capture feedback, concerns, and recommendations, and will incorporate changes to confirm all stakeholders are satisfied. CDM Smith will bring innovative approaches to the Task Force that may be useful in exploring regulatory alternatives or addressing bacteria TMDLs in the region, such as the recently completed Synoptic Study in the MSAR. Our team will continue to adapt the RBMP Monitoring Plan and QAPP to support regulatory changes and future special studies and source assessments needed by the Task Force. Our approach to achieving the primary goal is laid out in the tasks below. The five critical success factors (indicated by icons) are directly correlated to accomplishing these tasks and successfully delivering the project.



### Task 1: Stakeholder Coordination

As project director, **Steve** will oversee the implementation of the following stakeholder coordination activities during the execution of this project:

- **Steve** will work with SAWPA to schedule a Project Kick-off Meeting for this next phase of monitoring with the project stakeholders and prepare a meeting agenda. The purpose of this Project Kick-off Meeting is to work directly with the responsible agencies to assess the level of support required by each entity to implement the SAR RBMP as described in the finalized monitoring plan and QAPP. CDM Smith will document these and any subsequent discussions.
- Based on the outcomes of the Project Kick-off Meeting, the CDM Smith team will prepare an update to the existing Work Plan that formalizes the discussion with project stakeholders and establishes the level of support expected by each responsible agency. The Program Workplan Update will clearly establish responsibility for implementation of the monitoring program within each responsible agency's jurisdiction. The Workplan will establish the level of support required by the CDM Smith team to ensure that all Monitoring Plan and QAPP requirements are fulfilled. CDM Smith will revise and update the Program Workplan as needed, throughout the life of the contract. CDM Smith will provide a list deliverables with an associated delivery schedule and a final program budget annually. We will provide a draft Program Workplan Update for SAWPA's review and comment; based on the comments received, CDM Smith will prepare a final Project Work Plan.

- CDM Smith will participate in and provide an update on the status of the Regional Monitoring Plan sampling monitoring activities and discuss other project related activities at regular stakeholder meetings. **Steve** will discuss additional coordination efforts as needed with SAWPA via email or teleconference.



**Task 1 Deliverables:** Project Kick-off Meeting; draft and final Program Workplan Update; quarterly stakeholder meeting materials; and other email or teleconference communications.



### Task 2: Update SAR Regional Bacteria Monitoring Plan and QAPP

CDM Smith will implement the following activities as part of Task 2:

- CDM Smith will work with the Task Force to update the SAR Regional Bacteria Monitoring Plan (August 2019) and QAPP (August 2019) to make sure that the latest BPA and TMDL requirements are satisfied.
- **Paul** and **Steve** will coordinate with watershed stakeholders to discuss innovative ways to quantify MS4 sources of fecal bacteria in the SAR. CDM Smith will continue to update the documents upon notice of any substantial regulatory changes affecting either the SAR RBMP or the MSAR TMDL.



**Task 2 Deliverables:** Updated SAR Regional Bacteria Monitoring Plan (Draft and Final) and updated QAPP (Draft and Final) as needed.



### Task 3: Contract with Certified Laboratory

CDM Smith will implement the following activities as part of the execution of Task 3:

- CDM Smith will work with the project stakeholders on the final selection of contract laboratories to support program implementation. Once these laboratories are selected, CDM Smith will establish any necessary contracts with the laboratories.
- CDM Smith's monitoring program task leader **Paul Caswell** and data management team coordinator, **Issei Tanaka** will work collaboratively with selected laboratories and sampling personnel to prepare for sampling events. This includes verifying that our sampling personnel have the necessary laboratory supplies for sample collection as well as coordinating sample delivery and receiving with the laboratories. To facilitate this effort, CDM Smith will provide the monitoring schedule to both the sampling personnel and contract laboratories.
- Contract laboratories will submit their results to **Paul**. CDM Smith will review both field logs and laboratory data to verify that QA/QC protocols are being followed and that laboratory results are within QA/QC criteria established by the QAPP. In the event that the validity of results is uncertain, **Paul** will work with selected laboratories and responsible agencies to investigate potential QA/QC issues and implement corrective actions as necessary. CDM Smith will immediately notify SAWPA of any significant issues that could affect the integrity of data collected and will mitigate through resolution discussions.

Pricing for analysis of acceptable analytical methods for *E. coli*, enterococci, and total suspended solids (TSS) was obtained from three laboratories within the SAR Watershed. The results of this analysis are presented in Table 1.



**Task 3 Deliverables:** Contracts or agreements as well as pricing with laboratories selected to support the monitoring program, QA/QC review of field and laboratory data, corrective actions, and other QA/QC responses.



### Task 4: Implement Monitoring Program

The SAR Bacteria Monitoring Plan and associated QAPP detail the sampling program and monitoring schedule that comprises the work to be completed under Task 4. **Steve, Paul**, and field program team leader **Vik Bapna (CWE)** will use the Monitoring Plan and QAPP to guide successful implementation of all aspects of the SAR RBMP. As the team that collected samples on the previous project, CWE has highly qualified and experienced field sampling personnel to execute this large-scale sampling program.

In accordance with the SAR Regional Bacteria Monitoring Plan and QAPP, CWE will collect grab samples, during dry-weather and wet-weather events, using a sampling pole and/or bucket with rope. The water collected will be poured into a sample bottle provided by the contracted laboratory. The sample will then be placed in a cooler filled with ice for preservation until delivery to the contracted laboratory. After the sample is collected, field parameters will be measure using a YSI or equivalent meter for temperature, dissolved oxygen, conductivity, turbidity, and pH. Once sample and field measurements are complete, the monitoring equipment used for water collection will be decontaminated using the disinfection/ rinse method. In addition to the equipment mentioned above, the table below provides a complete list of equipment that will be used by CWE for sample collection. CWE currently owns the equipment listed in Table 2 and the consumables will be supplemented as necessary.

**Table 1 – Results of Laboratory Analysis for the SAR Watershed**

Laboratory	Enterococcus Method	Enterococcus cost per sample	<i>E.Coli</i> Method	<i>E. Coli</i> cost per sample	TSS Method	TSS cost per sample
<b>Babcock Laboratories</b>	ASTM D6503-99	\$53	SM 9223 B	\$25	SM 2540 D	\$21
<b>Enthalpy Analytical</b>	SM 9230 D	\$40	SM 9223 B	\$20	SM 2540 D	\$18
<b>WECK Laboratories</b>	Enterolert	\$40	SM 9223 B	\$25	SM 2540 D	\$20

See level of effort in fee estimate for guidance on establishing boundaries

**Table 2 - Detailed Monitoring Equipment List**

Equipment Name and Description	Equipment Name and Description
<p><b>Field Log Binder:</b> The Field Log Binder will include access permits, field monitoring forms, job site health and safety plan, and tailgate safety meeting form.</p> <p><b>First Aid Kit:</b> As part of corporate health and safety, all field teams are required to carry first aid kits in the event of an injury.</p> <p><b>Warning Lights and Signs:</b> All field trucks are equipped with warning strobe lights for use when working on the roads or hazardous environments.</p> <p><b>Traffic Cones:</b> Traffic cones will be used, if required, to zone off the work site as a safety precaution.</p> <p><b>Headlamp:</b> If work is to be conducted during dusk or dawn, headlamps will be used by field staff for lighting to keep hands free when completing the monitoring task.</p> <p><b>Personal Protective Equipment (PPE) COVID 19:</b> Field personnel are provided with PPE to prevent serious workplace injuries and illnesses. PPE include face masks (COVID 19 approved), steel toe boots, high visibility vest and shirt, goggles, hearing protection, rain gear, hard hat, non-latex gloves, and respirators, if required.</p> <p><b>Nitrile Gloves:</b> Non-latex gloves are provided to protect the field staff from potential hazardous chemicals. Non-latex gloves are also used to prevent cross contamination of samples between monitoring locations.</p> <p><b>Sample Bottles:</b> Sample bottles will be provided by the contract laboratory prior to the sampling event.</p> <p><b>Clean Sample Labels and Indelible Pens:</b> Additional clean sample labels and pens will be on hand and used if required.</p>	<p><b>Coolers and Ice:</b> Coolers with ice will be used to preserve the collected samples.</p> <p><b>Sample Control Paperwork (e.g., Chain of Custody):</b> The contracted laboratory CoC will be used to record the custody and transfer of the collected samples.</p> <p><b>Field Meters:</b> Field staff will use a company-owned YSI meter or equivalent meter for temperature, dissolved oxygen, conductivity, turbidity, and pH measurements.</p> <p><b>Sampling Pole:</b> Sampling pole will be used for grab sample collection.</p> <p><b>Rope and Sample Collection Basins/Buckets:</b> In the event a sampling pole cannot be used to collect the water sample, a clean sample collection basin/bucket with rope will be used.</p> <p><b>Decontamination Kit:</b> A decontamination kit will be used to decontaminate the equipment that comes in contact with water samples. After sample completion, used equipment will be decontaminated to prevent cross contamination between site locations. The decontamination kit will include clean buckets with lids, deionized water, and disinfectant.</p> <p><b>Cellular Phone:</b> Cellular phones will be used in case of emergency, for navigating purposes, to keep up to date with precipitation data, for U.S. Geological Survey (USGS) gauge data, and to track radar of storm events.</p> <p><b>Camera:</b> Photos will be taken at all site locations during each sampling event.</p> <p><b>Truck:</b> Field truck will be used during sampling.</p>

- Throughout the course of the sampling program, **Paul** will coordinate with CWE sampling personnel on a regular basis to make sure all sample collection requirements are met.
- **Paul** will coordinate with the data management team and each of the contract laboratories on a weekly basis to verify that all appropriate data is collected and that QA/QC requirements established in the Monitoring Plan and QAPP are being met (see data management discussion under Task 6).

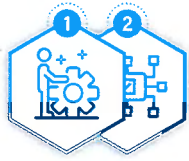
CDM Smith will prepare quarterly reports for SAWPA and stakeholders 15 days after the end of each quarter. These reports will include, at a minimum, the following information:

- A summary of monitoring activities that have occurred during the previous quarter
- Documentation of any issues (e.g., data or laboratory QA/QC issues) that arose during the execution of the monitoring program and how these issues were resolved

- A tabular data summary that documents available *E. coli*, enterococcus, and TSS laboratory results and field measurements for each sampled site for the quarter (see Task 4 for discussion on data management)
- A summary of upcoming sampling activity
- Recommendations, if any, for modifications to the monitoring program based on knowledge gained



**Task 4 Deliverables:** Quarterly Monitoring Reports submitted to SAWPA within 45 days after end of quarter, that include the water quality data results (laboratory and field measurements) for the reporting period.



## Task 5: Annual Reporting

CDM Smith will fulfill the annual reporting requirements by completing the following activities:

- CDM Smith will prepare a Draft Annual Report by April 30th, each year of the contract. This draft report will combine all relevant information provided in the quarterly reports with additional analysis such as geometric mean and percentile calculations. The report will also provide an analysis of the current year data and compare it to historic data where applicable. The draft report will include the following items:
  - Two to four page standalone executive summary or report card
  - Overview of compliance with applicable water quality objectives for REC1
  - Compliance status with applicable antidegradation targets for waters classified as REC2 only
  - Progress towards achieving attainment of MSAR Bacteria Indicator TMDLs numeric targets, waste load allocations, and load allocations for *E. coli*
  - Impairment status of receiving waters listed as impaired in the watershed where a TMDL has not been adopted
  - Water quality analysis that includes descriptive statistics as appropriate, e.g., geometric mean or percentile calculations
  - Where appropriate and where such data are available, comparison of water quality results to historical data to assess temporal trends at monitoring sites
  - Recommendations for changes to the SAR RBMP and QAPP for the following year
  - Summary of other collected data, e.g., flow, dissolved oxygen, TSS, conductivity, etc.
  - Appendices that provide field monitoring documentation, e.g., laboratory QA/QC reports, raw data, and a QA/QC summary for the reporting year
- Comments received by the Task Force on the draft Annual Report will be put in a comment-response matrix. Responses will be prepared for each comment and the comment-response matrix will be placed as an additional appendix in the final Annual Report. CDM Smith will prepare a Final Annual Report by June 30th of each year.



**Task 5 Deliverables:** The draft and final Annual Reports will be delivered electronically, including comment response matrix.

**Project Success:** Section 3 of the RBMP Annual Report provides evidence that CDM Smith collected 100% of samples that were slated over a five-year period.



## Task 6: Data Management

CDM Smith's monitoring program task leader will implement the following data management activities as required by the SAR Bacteria Monitoring Program Monitoring Plan and QAPP:

- Data and project documentation generated by CWE field staff and contracted laboratories will be provided to CDM Smith to inventory and maintain. Documentation will include sample collection records (field logs and photographs), analytical records (laboratory results and chain of custody (CoC) forms, and reports (laboratory results and QA/QC reports). CDM Smith will review the data and project documentation to verify that the expected data set is complete and also verify that the data and samples are collected as specified in the Monitoring Plan and QAPP.
- All data will be entered into a CEDEN formatted project database. **Paul** and data management team member **Issei Tanaka** will implement appropriate data entry QA/QC checks as required by the QA/QC Plan. Any data anomalies identified during this QA/QC check will be investigated and resolved to the maximum extent practical. Where such issues are encountered, they will be documented in the quarterly reports (see Task 4).
- The project database will be updated and provided for review by the Task Force on a quarterly basis. After review, CDM Smith will upload the data to the CEDEN database where it will become available to regulators and the public.
- Water quality and related data (including scanned copies of all lab reports, field notes, pictures, etc.) will be submitted in an electronic format as an appendix in the Annual Report (See Task 5).
- Upon request by the SAWPA Task Force, CDM Smith will perform queries and extract spreadsheets from the project database.

- CDM Smith will provide notification to the SAWPA Task Force Administrator and/or County/City staff as appropriate of incidents, accidents, and/or issues associated with activities occurring in the field.



**Task 6 Deliverables:** Quarterly data uploads to CEDEN after Task Force review; annual submittal of all data and project documentation with Final Annual Report; data for quarterly reports; fulfilled specific data query requests.



### Task 7: Americans with Disabilities Act (ADA) Standards for Accessible Design

The ADA compliance lead **Daisy Hesselberg**, will implement the following activities so that all requirements under the ADA Standards for Accessible Design are met:

- CDM Smith will review and format all applicable submittals (quarterly reports and Annual Report) to make sure that they are ADA compliant
- CDM Smith will provide SAWPA with an ADA compliance report for each submittal confirming compliance with ADA standards



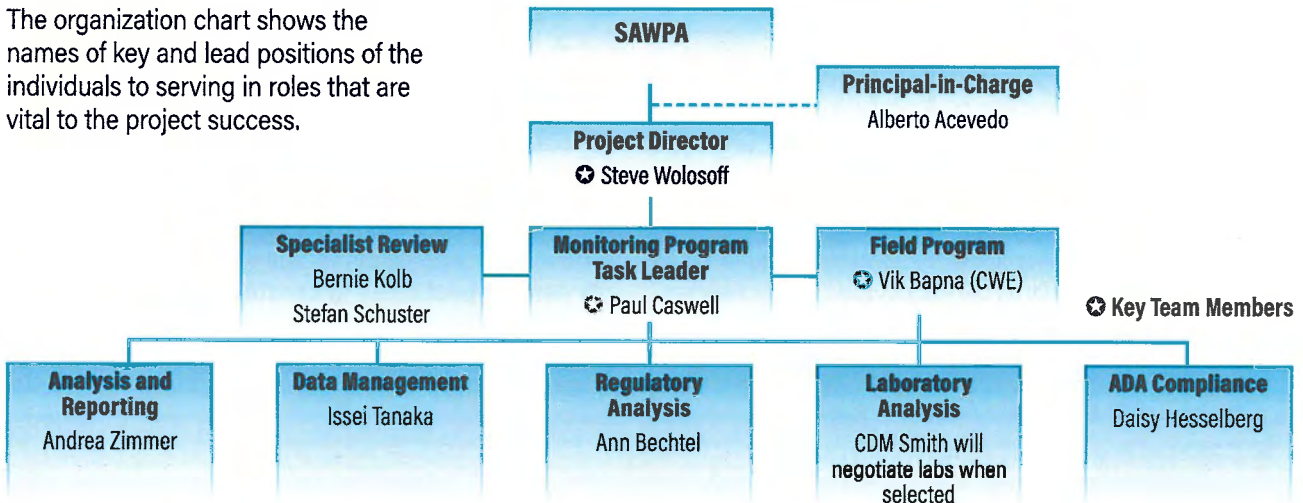
**Task 7 Deliverables:** ADA compliant quarterly and annual reports; ADA compliance reports for each submittal.

The Task Force can rely on the expertise of the CDM Smith team, supplemented by our field program subconsultant **California Watershed Engineering (CWE)** to provide continued support for the implementation of the RBMP by applying successful methods performed during the first five years of the monitoring program, such as completing all tasks on schedule and under budget, collecting 100% of planned samples, and working collaboratively with all stakeholders. Our team brings the Task Force a comprehensive understanding of Clean Water Act regulatory alternatives, key issues associated with implementing use attainability analysis (UAAs), and developing antidegradation targets.

Our team will continue to help the Task Force by **early identification of a sufficient data set size, reducing redundancy with other sampling efforts, and implementing best value alternatives**, including overall site and lab allocation while operating in a COVID-19 environment.

CDM Smith selected a project team that has **demonstrated experience in implementing monitoring programs to assess stormwater quality, meeting TMDL compliance targets, and devising bacteria treatment strategies.** Project Director **Steve Wolosoff**, monitoring program task leader **Paul Caswell** and other members of our team have executed SAWPA's 2016 - 2021 RBMP, giving them an unmatched, intimate, and full-scale knowledge of your water quality targets, reporting objectives, and schedule expectations. Our team has worked together on various projects highlighted in this proposal and have acquired a thorough knowledge of diverse and complex environmental and water quality issues with which SAWPA faces. Our team will build on their existing relationships with SAWPA, regulators, and watershed stakeholders to effectively coordinate and manage the tasks for the program.

The organization chart shows the names of key and lead positions of the individuals to serving in roles that are vital to the project success.



## Resumes

### Steve Wolosoff, BCES, PMP | Project Director

#### Education:

MPS - Watershed Management, State University of New York (SUNY)

BA - Environmental Studies, Binghamton University

#### Registrations:

Project Management Professional (PMP)

Board Certified Environmental Scientist (BCES)



Steve has 20 years of experience in water quality, stormwater, and TMDL implementation planning. He has supported SAWPA's SQSS from its inception through the basin plan adoption, and his ongoing work on the RBMP.

Steve has built a strong relationship with SAWPA and works closely with regional stakeholders and regulators, which facilitates continuity, efficiency, and maximum responsiveness for the SAR RBMP.

He is a regulatory expert and is trusted by SAWPA and other stakeholders to provide thoughtful guidance on all aspects of monitoring activities, program schedule, deliverables, and data management.

Steve will provide leadership to the RBMP and define project scope, goals, and deliverables to deliver the project on time and under budget.

#### Steve's Relevant Projects

**Project Manager, 2016-2021 SAR Bacteria Monitoring Program Implementation, SAWPA, Riverside CA** - Steve was the program director and project manager for the implementation of the RBMP

from 2016-2017 and now 2020-2021 monitoring periods. He oversaw the data collection, management, analysis, and reporting tasks. He communicated results to the Task Force in over 20 presentations and provided insights on program modifications to support delisting decisions, antidegradation criteria determination, and special studies in the MSAR watershed. He has worked to improve integration with other regional monitoring programs.

**Project Manager, Revision of the Canyon Lake and Lake Elsinore Nutrient TMDL, Lake Elsinore, CA** - Steve is managing this project to develop a TMDL revision for nutrients and related impairments in Canyon Lake and Lake Elsinore. He developed a new watershed model for estimating external loads under multiple watershed development scenarios.

### **Project Manager, Watershed Model Development for North Orange County (NOC) Watersheds, Orange County, CA**

- Steve is managing this project to develop a watershed model for the NOC watersheds. The model has provided a new watershed improvement project subcommittee (WIPS) with quantitative analysis of runoff capture and associated pollutant load reduction in existing regional and distributed stormwater BMPs.

### **Project Manager, Comprehensive Nutrient Reduction Plan (CNRP) for Canyon Lake and Lake Elsinore Nutrient TMDLs, San Jacinto River Watershed MS4 Permittees, CA**

- Steve was primary author and managed the implementation of the CNRP, which is an implementation plan for MS4 Permittees in the San Jacinto River watershed to achieve compliance with the Canyon Lake / Lake Elsinore nutrient TMDL. He developed proposed BMP projects for implementation by the Permittees in the watersheds and within the lakes downstream.

### **Alberto Acevedo, PE, PMP, BCEE | Principal-in-Charge**

#### **Education:**

MS, Environmental Engineering, University of California, Irvine

BS - Chemical Engineering, University of Guadalajara, Mexico

#### **Registration:**

Professional Civil Engineer: CA, NV, TX, AZ

Registered Chemical Engineer: MEX



Alberto has 47 years of experience overseeing multidisciplinary teams to deliver infrastructure projects, planning studies, sewer design and rehabilitation, and water/wastewater design projects.

As principal-in-charge (PIC), Alberto will serve as a secondary contact for SAWPA and confirm that the CDM Smith team meets your expectations, building on his familiarity with municipal clients and his track record of success delivering projects on time and on budget.

He has experience serving in key executive leadership roles on the 2020 Regional Bacteria Monitoring Program; Watershed Model Development for North Orange County; Counties of Riverside and San Bernardino to implement a comprehensive bacteria reduction plan (CBRP), and Nutrient Reduction Plan for the Canyon Lake and Lake Elsinore Nutrient TDML.

#### **Alberto's Relevant Projects**

**QA/QC Technical Reviewer-Advisor, Task Order No.25 Stormwater Capture Parks Program, City of Los Angeles Bureau of Engineering** - Alberto is serving as technical reviewer-advisor for the design of the diversion, treatment and ground water recharge of stormwater.

**Technical Lead/Process Engineer, Westwood Neighborhood Greenway Project, City of Los Angeles Bureau of Engineering, Westwood, CA** - Alberto was technical lead for the pre-design and final design of the lift station for the green infrastructure improvements at the Exposition Light Rail Transit Station.

### **Paul Caswell | Monitoring Program Task Leader**

#### **Education:**

BS - Civil Engineering, Seattle University, Seattle, WA



Paul has three years of experience as a water resources engineer. He has served in the essential role of monitoring task lead for the implementation

of the SAR Bacteria Monitoring Program for the past two years. He has supported Project Director Steve Wolosoff with writing quarterly and annual reports and making sure the project is delivered under budget and on schedule.

He continuously takes the initiative to map out areas where he can help SAWPA prepare timely submissions based on accurate water quality analyses. He recently identified a window of opportunity to upload data into CEDEN, which put SAWPA eight months ahead of the 2024 Regional Listing Cycle deadline.

Paul will support the CDM Smith team by improving and establishing strategies from the monitoring program to establish and pinpoint techniques to meet the new Program objectives.

#### **Paul's Relevant Projects**

**Project Engineer, 2016-2021 SAR Bacteria Monitoring Program Implementation, SAWPA, Riverside, CA** - Paul has worked with stakeholders of the MSAR TMDL Task Force to validate the successful operation of the Bacteria Monitoring Program. His tasks have included coordination between stakeholders and subconsultants, technical analysis of bacteria data, and quarterly and annual report



writing to document current compliance status. Paul has also assisted in the development and implementation of the regional monitoring plan, ensuring continued regulatory compliance and development of a robust database for further research efforts.

**Project Engineer, Stormwater Capture Program, Los Angeles Bureau of Engineering (BOE), Los Angeles, CA** - Paul assisted in the preliminary design of stormwater diversion and capture projects at three city parks located in the East San Fernando Valley. He provided hydrologic and hydraulic design calculations that determined the total potential water supply benefit that the projects could achieve.

**Project Engineer, Los Angeles County Department of Public Works (LACPW) Green Streets Master Plan Phase II, Los Angeles, CA** - Paul worked closely with the project, manager and site managers to develop concept "green street" designs at four sites selected by LACPW during Phase I of the project.

### **Bernadette (Bernie) Kolb, PE | Specialist Review**

#### **Education:**

SM - Engineering (Environmental Systems) Harvard University

BE - Environmental and Water Resources Engineering, Vanderbilt University

#### **Registration:**

Professional Engineer, ME

Bernie has 39 years of experience in water resources planning projects focusing on water quality management. Her expertise includes analyses of formulation and implementation of monitoring programs, including bacteria monitoring, oversight of modeling studies, and assessment of potential water quality

impacts. Bernie provided technical review of the annual report for SAWPA's Implementation of SAR Bacteria Monitoring Program, helping the team meet required QA/QC milestones. She will assess potential water quality impacts and contribute to the development of a compliant plan that effectively meets water quality standards.

#### **Bernie's Relevant Projects**

**Technical Advisor/Reviewer, 2016 - 2021 SAR Bacteria Monitoring Program Implementation, SAWPA, Riverside CA** - Bernie provides ongoing advice and recommendations on the conduct of the bacteria monitoring program and completed the technical review of the 2019 annual report for the SAR Bacteria Monitoring Program.

**Technical Advisor, Assessment of the Proposed Approach to the Newport Water Supply Total Phosphorus TMDL, Newport, RI** - Bernie provided strategic advice and technical support to Newport during its participation in a state led TMDL for total phosphorus. She reviewed water quality for the city's eight reservoirs and provided comments for Newport on Rhode Island's Department of Environmental Management proposed sampling plan and analytical methodology, and TMDL development approach.

**Technical Advisor, San Luis Reservoir Low Point Improvement Project, Merced County, CA** - Bernie advised the CDM Smith team on the evaluation of alternatives to improve water quality when the San Luis Reservoir reaches low water levels.

### **Stefan Schuster, PE | Specialist Review**

#### **Education:**

MS - Civil Engineering, University of Nevada, Reno

BA - Environmental Biology, University of California, Santa Barbara

#### **Registration:**

Professional Civil Engineer: CA, NV

Stefan has over 20 years of water quality monitoring experience on a wide variety of programs, including permit compliance and TMDL development and implementation.

He has supported SAWPA's SAR Bacteria Monitoring Program and has a detailed knowledge and understanding of the program and its issues. He collaborated with Steve Wolosoff and Riverside County staff to identify and implement specialized techniques for accurate measurements of low flow and variable dry weather discharge to the SAR.

#### **Stefan's Relevant Projects**

**Project Manager, Stormwater Management Services, California Department of Transportation (Caltrans), CA** - Stefan has provided a wide-range of stormwater management services to Caltrans, including design of treatment and infiltration systems, MS4 and TMDL compliance support, O&M issues, and staff training throughout California.

**Project Manager, Dry Weather Flow Bacteria Mitigation Alternatives Analysis, Riverside County Flood Control & Water Conservation District, Riverside County, CA** - Stefan managed a study to support the District with the implementation of its CBRP. He oversaw the development and analysis of bacteria mitigation alternatives for dry weather flow (DWF).





**Senior Technical Lead, Green Streets Master Plan, Los Angeles County, CA** – Stefan is providing technical input and review for LA County's Green Street Master Plan to guide the design and construction of green streets throughout the County's unincorporated areas over the next 10 to 20 years.

### Andrea Zimmer, PhD | Analysis and Reporting

#### Education:

PhD – Civil and Environmental Engineering, Hydrosystems, University of Illinois at Urbana-Champaign

MS – Civil and Environmental Engineering, Rice University

BS – Civil Engineering, Rice University, Houston, TX

Andrea is a water resources engineer with six years of experience in long-term water supply planning and hydraulic and hydrologic modeling. She has developed and calibrated hydraulic models that incorporate accurate dry weather inflows, surface water interaction with groundwater, existing detention, and buildup and washoff parameters for numerous contaminants. Andrea has used these models to evaluate the placement of BMPs in Southern California watersheds, at local and regional scales.

Andrea has worked with watershed agencies to portray the status of regional projects and evaluate existing BMP capacity against regional Watershed Management Plan water quality targets. She has summarized annual monitoring data to deliver annual reports per MS4 permit requirements. Andrea will analyze bacteria data for the annual report.

**Andrea's Relevant Projects**  
**Project Engineer, Dominguez Channel Watershed Management Group 2019 Annual Report, Dominguez Channel Watershed Management Group, Los Angeles, CA** – Andrea studied MS4 reporting requirements and existing watershed management plans for Dominguez Channel to complete the 2019 Annual Report for the Management Group.

**Project Engineer, Dominguez Channel Watershed Management Group 2020 Annual Report, Dominguez Channel Watershed Management Group, Los Angeles, CA** – Andrea assembled a cohesive list of completed and planned projects from the Group Enhanced Watershed Management Plan, Watershed Reporting, Adaptive Management and Planning System, and the Green Streets Implementation Plan to confirm current progress made toward the group's targeted runoff capture goals. She produced the 2020 Annual Report for the Dominguez Channel Watershed Management Group.

**Project Engineer, NPDES North Orange County Watershed Improvement Plan, Orange County Public Works, Orange, CA** – Andrea worked closely with Orange County clients and staff across CDM Smith to develop an EPA SWMM model for each of four NOC watersheds. She quantified dry weather inflows, including groundwater seepage, pumped dewatering discharges, and NPDES permitted discharges.

### Issei Tanaka | Data Management

#### Education:

MS – Environmental & Water Resources Engineering, University of California Los Angeles

BS – Civil & Environmental Engineering, Waseda University

Issei is a water resources engineer with three years of experience in conducting hydrology and hydraulics analysis, construction oversight, performing utility and site investigations, with direct experience on wastewater reuse and stormwater collection projects. He has extensive experience with ArcGIS and Infowater, as well as experience with HEC-RAS and AutoCAD. Issei will perform QA/QC of lab reports and support data entry into CEDEN format.

#### Issei's Relevant Projects

**Project Engineer, Utility Investigation, County of LA Department of Public Works, Los Angeles, CA** – Issei supported the data collection pertaining to utilities to make certain that the designed green street does not conflict with any existing utilities in the project area.

**Project Engineer, Site Investigation and Design, City of Los Angeles Bureau of Engineering, Los Angeles, CA** – Issei investigated and designed BMP solutions for stormwater capture, treatment, and infiltration at a park in North Hollywood. He has extensively utilized ArcGIS for site investigation and figure creation, as well as PC-SWMM for hydraulic modeling for design of structures like pipes, catch basins, and infiltration galleries.



## Vik Bapna, PE, ENV SP, CPWQ, QSD/P | Field Program (CWE)

### Education:

BS, Civil Engineering, New Jersey Institute of Technology

### Registration:

Professional Civil Engineer, CA

Envision™ Sustainability Professional Credential

Certified Professional in Stormwater Quality, CA, 543

Qualified SWPPP Developer/Practitioner, CA, 368

Vik is a civil engineer with 29 years of experience in the assessment and management of stormwater and urban water quality. His areas of expertise include managing water quality monitoring, TMDL policy and development, watershed and water quality assessment, watershed planning, BMP modeling, water quality standards interpretation, and developing federal and state water policy guidance documents.

Vik will coordinate the field teams to confirm samples are being collected properly per the monitoring plan.

### Vik's Relevant Projects

**Task Manager, 2016-2021 SAR Bacteria Monitoring Program Implementation, SAWPA, Riverside, CA** - Vik manages the monitoring to assist with MSAR Bacteria TMDL compliance through implementing the SAR Watershed Bacteria Monitoring Plan and QAPP.

**Project Manager, Sun Valley Watershed Stormwater Quality Sampling and Monitoring Program, Los Angeles, CA** - Vik collected grab and composite samples for metals, bacteria, VOCs, and oil and grease to provide data points to develop BMPs for the future implementation of projects.

**Project Manager, County of Los Angeles Ballona Creek Watershed Low-Flow Reconnaissance, Los Angeles, CA** - Vik evaluated dry weather surface runoff, evaluating volumetric flows to evaluate the feasibility for a low flow diversion, and for determining bacterial levels at the key storm drain confluence.

## Ann Bechtel, PE, CFM, PMP | Regulatory Analysis

### Education:

BS - Environmental Engineering, San Diego State University

BS - Ornamental Horticulture, University of Illinois

### Registration:

Professional Engineer, CA

Ann has 22 years of experience in the preparation of stormwater master plans, H&H studies, floodplain studies, National Pollutant Discharge Elimination System program compliance, plan checking, open channel design, detention basin design, alluvial fan delineation, levee risk analysis, and water quality planning and design projects. She will provide regulatory action guidance.

### Ann's Relevant Projects

**Project Manager, SAR Parkway Feasibility and Planning Study, Orange County, CA** - Ann prepared a feasibility study for the SAR to identify, evaluate, and prioritize pilot projects that would improve aesthetics and increase natural habitat, enhance recreational opportunities and communities adjacent to the river, preserve flood control, and promote interagency coordination.

**Project Manager, Dominguez Channel Watershed Management Group Stormwater Services, South Bay Cities Council of Governments, Los Angeles County, CA** - Ann assisted the

Dominguez Channel Watershed Management Group in fulfilling programmatic requirements for the Enhanced Watershed Management Program and Coordinated Integrated Monitoring Program (CIMP).

### Design Engineer, Chollas Creek Channel Design, City of San Diego, CA

- Ann developed design drawings for concrete removal within the existing rectangular concrete channel, widening of the floodplain, and creation and restoration of wetland and transitional upland habitats for a 500-foot channel reach.

## Daisy Hesselberg | ADA Compliance

### Education:

BS - Information Systems, Golden State University

Daisy has 20 years of high-level administrative support experience and six years of experience supporting various clients with preparation of documents to meet ADA and 508 compliance standards. She is remarkably proficient in Adobe Accessibility Checker to identify areas of conflict while adhering to strict accessibility guidelines. Her relevant project work includes:

- SAR Watershed Bacteria Monitoring Program Annual Report for 2019-2020
- U.S. Army Corps of Engineers - Final Asbestos Management Plan; Libby Asbestos Health and Safety Plan and Libby Asbestos Program Manual
- U.S. EPA - Operable Units 4 and 7 Final Institutional Control Implementation and Assurance Plan; Final Remedial Action Completion Report
- National Park Service - Community Involvement Plan

## Project Experience

For more than 10 years, CDM Smith has been successfully providing monitoring services for clients throughout Southern California. Our experience includes not only successful execution of the current RBMP, but also scientific innovation and thought leadership tackling the issue of bacteria TMDL compliance in the Santa Ana basin over the last 16 years. Below we present a sampling of projects completed by our team members that are directly relevant to the scope of work presented in the RFP and demonstrate our capability to successfully undertake the work.

### 2016 - 2021 SAR Bacteria Monitoring Program Implementation, SAWPA, Riverside CA

The RBMP implements the surveillance and monitoring program required by the BPA and other bacteria sampling requirements in the watershed to support the protection of recreational uses throughout the Santa Ana Basin. CDM Smith has successfully led the RBMP for the past four years providing all deliverables on time and under budget, with a cumulative savings of \$150,000. We collected 100% of the targeted number samples over the five-year program period.

A key component of the monitoring program technical management has been to interpret the results and bring findings to Task Forces for discussion of regulatory significance. This process has led to numerous modifications to monitoring efforts over the past 13 years that have been integral to support the development of a focused set of data that was effective in:

- Identifying and eliminating specific sources of human fecal bacteria in the watershed
- Serving as the basis to allow for approval of delisting multiple reaches
- Serving as an important variable in regulator decisions to support the approval of UAAs
- Answering the questions posed by a diverse group of regulators and discharges that comprise each Task Force
- Moving the location of compliance monitoring stations to account for load reductions achieved with regional BMPs

CWE worked with CDM Smith to provide water quality monitoring services for the implementation of the RBMP since its approval in March 2016, including calibrating and maintaining field meters; preparing CoC forms; obtaining and labeling sample containers; decontaminating sample collection materials using the disinfection/rinse method; collecting grab samples at various creeks, rivers, and channels during dry and wet weather events; making field observations, photo documentation, and recording observational data; operating field meters for measuring field parameters for temperature, dissolved oxygen, conductivity, turbidity, and pH; and delivering the samples under CoC to the laboratory within limited sample hold times.



**Dates:** 2004-2020

**Reference:** Dave Woelfel, Sr. Environmental Scientist Supervisor, Santa Ana Regional Water Quality Control Board, 3737 Main Street, Suite 500, Riverside, CA 92501, T: (951) 782-7960, David.Woelfel@waterboards.ca.gov

Barbara Barry, Sr. Environmental Scientist, Santa Ana Regional Water Quality Control Board, T: (951) 218-9545, E: Barbara.Barry@waterboards.ca.gov

**Team members involved:** Steve Wolosoff (Project Director), Paul Caswell (Monitoring Program Task Leader), Alberto Acevedo (PIC), Vik Bapna (Task Manager), Gerry Greene (Technical Manager), CWE Field Crews, Bernie Kolb (Technical Review/Advisor), Daisy Hesselberg (ADA Compliance)

#### Relevance to SAWPA

- Field monitoring program
- Collected similar number of samples
- Proactive with progressing monitoring plan/QAPP with changes to science and policy
- Under budget every year



**Dates:** 2007-2020

**Reference:** Richard Boon, Chief of Watershed Protection, SAWPA, 11615 Sterling Ave., Riverside, CA 92503 | T: (951) 955-1273 | E: rboon@rivco.org

Arlene Chun, Stormwater Program Manager, San Bernardino County Mojave River Watershed Group | 825 E. Third St., Room 117, San Bernardino, CA 92415 | T: (909) 387-8109 | E: Arlene.Chun@dpw.sbcounty.gov

**Team members involved:** Steve Wolosoff (Project Manager), Paul Caswell (Monitoring Program Task Leader), Alberto Acevedo (PIC), Bernie Kolb (Technical Advisor)

#### Relevance to SAWPA

- Special study developed to advance understanding of fecal bacteria in the MSAR TMDL
- Field monitoring program

## 2019 Synoptic Study for MSAR Watershed, SAWPA, Riverside, CA

The 2019 Synoptic Study in the MSAR Watershed involved development of an updated loading analysis for indicator bacteria and HF 183 human *Bacteroides* marker in the watershed during dry weather conditions. This work stems from a requirement of the 2005 MSAR bacteria TMDL and MS4 permit to "identify specific activities, operations, and processes in urban areas that contribute bacteria indicators to MSAR waterbodies." CDM Smith has been supporting source analyses to meet this requirement in the 2007-2008 Urban Source Evaluation Plan, in 2013-2014 CBRP implementation, and again in the 2019 Synoptic Study. During each of these studies, samples were collected at Tier 1 MS4 outfalls and were followed by more detailed Tier 2 investigations within MS4 drainage networks. The 2019 Synoptic Study included collection of a comprehensive set of samples spanning all MS4 and publicly owned treatment works inflows that are the primary source of DWFs in the watershed.

Key findings included:

- Nonpoint sources upstream of any MS4 discharge account for the majority of the total bacteria load in the SAR measured at downstream compliance monitoring sites. Moreover, based on source analyses completed in 2007, 2012, and most recently in 2019, the river would be in compliance with the TMDL targets and the state's new bacteria WQOs were it not for the excessive loads from these unknown nonpoint sources which are not conveyed through the MS4.
- Signal for presence of human source bacteria at MS4 outfalls has declined (less frequent and smaller magnitude), suggesting that efforts to regulate septic systems and better maintain sewer collection systems have been effective as well as multiple instances of detection and elimination of sources through bottom-up source investigations.
- Lack of a relationship between *E. coli* and the presence of human HF 183 marker within the receiving waters strongly suggests that the *E. coli* observed in impaired waters is more likely coming from uncontrollable sources (sediment, biofilms, wildlife) than controllable sources, e.g., MS4 discharges.

## 2015 – 2016 Uncontrollable Bacteria Sources Study, Riverside County Flood Control, Riverside, CA

CDM Smith developed bacteria source contribution analyses in 2007 and 2013 that consistently showed other non-MS4 sources of fecal bacteria are important to the total measured bacteria load at the compliance monitoring locations. To better understand the nature of these sources, Riverside County Flood Control and Water Conservation District initiated a series of special studies within Reach 3 of the SAR and upstream MS4 drainage areas during the 2015 dry season to identify potential non-MS4 sources causing an increase in downstream bacteria loads.

Potential sources studied included:

- Natural wildlife
- Bird nesting under bridges over surface waters
- Shedding from naturalized bacteria colonies in channel bottom sediment and biofilms
- Increased shear stress on channel bottom sediments and biofilms caused by de-minimus permitted discharges
- Shedding from swimmers within the receiving water
- Horse recreation within the river corridor

These sources are included with the statewide bacteria provision definition of uncontrollable sources of fecal bacteria. *E. coli* levels were quantified through IDEXX and the presence of potential uncontrollable sources specific to each study location were identified through Microscale thermophoresis (MST) methods using genetic markers specific to human and nonhuman sources. A total of 120 water and 36 sediment or biofilm samples were collected and analyzed over the course of the study. Monitoring locations for each studied source category were selected to isolate the source under investigation to the extent practicable. Results of the MST analyses suggested that no single host is responsible for elevated fecal indicator bacteria in the Santa Ana River and tributaries. Further, samples of sediment and biofilm suggest that naturalized colonies growing within channel bottoms may be an important source that can be resuspended. Environmental conditions influence survival and growth or decay of fecal bacteria populations once outside of a host organism, which was noted as an important subject for further study.



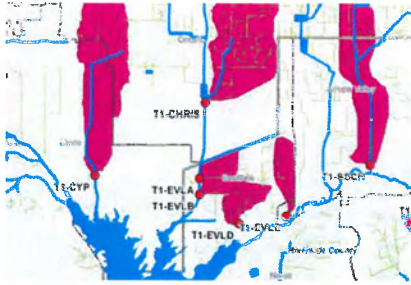
**Dates:** 2015-2016

**Reference:** Abigail Suter, Watershed Monitoring, Riverside County Flood Control and Water Conservation District | 1995 Market St., Riverside, CA 92501 | T: (951) 955-1734 | E: adsuter@rivco.org;

**Team members involved:** Steve Wolosoff (Project Manager)

### Relevance to SAWPA

- Field monitoring program
- Special study developed to advance understanding of fecal bacteria in the MSAR TMDL



**Dates:** 2012-2018

**Reference:** Tim Moore, Risk Sciences, Regulatory Expert for Multiple TMDL Task Forces, 125 New Dawn Rd. Rockvale, TN 37153 | T: (615) 274-2745 | E: tmoore@risk-sciences.com

**Team members involved:** Steve Wolosoff (Project Manager)

#### Relevance to SAWPA

- Implementation planning for fecal bacteria in the MSAR watershed
- Analysis of water quality data
- Coordination of stakeholders in Santa Ana basin upstream of Prado Dam

## 2018 Comprehensive Bacteria Reduction Plan Audit Support, SAWPA, Riverside and San Bernardino Counties, CA

The fourth term MS4 permit updates for Riverside and San Bernardino Counties required development of a CBRP to establish a road map for achieving compliance with the dry weather condition urban WLAs, applicable to the period from April 1 – October 31. The Regional Board also required the development of the CBRP for portions of the Cities of Pomona and Claremont that drain to the MSAR. CDM Smith worked with the MSAR Bacteria TMDL Task Force to develop CBRPs for Riverside and San Bernardino Counties as well as Cities of Pomona and Claremont. The CBRPs provided a framework to implement these elements, including a schedule, key milestones, metrics, and responsible parties for implementation. Lastly, a scientific reasonable assurance analysis of bacteria loads was developed that demonstrated the CBRP would be expected to achieve compliance with the urban WLA for indicator bacteria. Final CBRPs were adopted by the Regional Board in 2012 for Riverside and San Bernardino Counties and 2013 for Pomona and Claremont. CDM Smith continued to support the implementation of each CBRP through bacterial source investigations, BMP planning analysis, and effectiveness evaluations.

In 2012 and 2013, CDM Smith managed a hydrologic and water quality characterization of dry weather flows at all MS4 outfalls (Tier 1) to TMDL waters, including use of microbial source tracking methods. An index accounting for bacteria concentration, presence/absence of human sources, and risk of exposure was developed to prioritize Tier 1 sites for further study. Within prioritized drainage areas, CDM Smith supported multiple city-specific plans for conduct of Tier 2 (within MS4) bacteria source investigations. These investigations led to actions to eliminate or mitigate identified sources. CDM Smith has also coordinated through the Task Force on regional controls for each of the TMDL waters.

In 2018, the Regional Board audited the CBRPs for Riverside and San Bernardino Counties MS4 programs based on a condition of ongoing non-attainment of water quality standards within the TMDL receiving waters. CDM Smith developed a technical analysis to show that CBRP implementation by both counties successfully met the compliance metrics of the 2012 plans, and that other conditions such as the substantial decline in tertiary treated effluent resulted in non-attainment.

## City of LA, South Bay Cities Council of Governments (SBCCOG) - Dominguez Channel Watershed Annual Reporting, South Bay Cities, Los Angeles, CA

CDM Smith provided staff augmentation to assist in the development of the Dominguez Channel Watershed Management Group (Group) Annual Report. Our team helped summarize the efforts undertaken during the 2018-2019 reporting year to implement the Enhanced Watershed Management Program and CIMP.

The Annual Report was tailored to specific needs of the Group and included:

- Highlighting Group watershed accomplishments during the reporting year
- Summarizing the activities and projects that were implemented by all permittees in the Group
- Monitoring conducted over the reporting period was described and the environmental data reported and assessed

Led by **Ann Bechtel** as project manager, the CDM Smith team played a key role bringing together the activities by watershed stakeholders under a short regulatory driven schedule for the annual report. **Andrea Zimmer** is providing monitoring services and compiled an annual report with a monitoring section with projects that SBCCOG wants to highlight. She is working with the CDM Smith team to make sure water quality goals are compliant. The Annual Report provided a content rich, graphically pleasing format that clearly communicated progress made by the SBCCOG.



**Dates:** Aug 2019 – Dec 2019

**Reference:** Taraneh Nik-Khah, Environmental Supervisor, City of Los Angeles | 1149 South Broadway St., #700, Los Angeles, CA 90015 | T: (213) 485-3996 | E: Taraneh.nik-khah@lacity.org

**Team members involved:** Ann Bechtel (Project Manager), Andrea Zimmer (Project Engineer), Steve Wolosoff (Technical Specialist)

### Relevance to SAWPA

- Field monitoring program
- Water quality reporting
- Stakeholder coordination



**Dates:** 1995-2020

**Reference:** Doug Coleman, Environmental Engineering Branch Chief - South, Caltrans North Region | 703 B St., Marysville, CA 95901 | T: (530) 812-4774 | E: Douglas.coleman@dot.ca.gov

**Team members involved:** Stefan Schuster (Project Manager)

### Relevance to SAWPA

- Field monitoring program
- Water quality reporting

## California Department of Transportation On-Call Stormwater Services

For nearly 25 years, CDM Smith has been supporting the California Department of Transportation (Caltrans) with a broad range of on-call stormwater management and monitoring services in California.

CDM Smith has conducted extensive and detailed surveys of Caltrans' drainage systems and collected thousands of stormwater samples and field observations to characterize the quality of stormwater discharges. Working under a variety of challenging conditions and locations, we have developed and implemented many innovative data collection methodologies. CDM Smith has produced an extensive dataset that has been used for a variety of purposes, including demonstrating permit compliance, water quality model calibrations to support development of TMDL programs and assessing the effectiveness of structural and operational stormwater controls. The Caltrans MS4 permit includes specific TMDL implementation requirements for impaired water bodies throughout the state. Among the requirements are rigorous stormwater monitoring programs, which mandate the operation of a minimum of 100 monitoring sites throughout California.

CDM Smith supported Caltrans with required monitoring activities in California, most in remote areas, for six different TMDLs and the characterization of a wide variety of pollutants including metals, PAHs, and bacteria. CDM Smith efficiently mobilized to the sites to complete site reconnaissance, complete the site installations, and execute the monitoring work.



## Los Angeles River Upper Reach 2, Coordinated Integrated Monitoring Program Implementation [CWE]

Through the Gateway Water Management Authority (GWMA), CWE is providing the Los Angeles River Upper Reach 2 Watershed Management Area with MS4 Permit CIMP implementation services. This group is comprised of the Cities of Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Maywood, and Vernon, and the Los Angeles County Flood Control District (LACFCD). Services provided have included project-specific Health and Safety Plan (HASP) preparation; QAPP preparation; U.S. Army Corps of Engineers (USACE), LACFCD, and municipal Access and Encroachment Permit procurement; receiving and stormwater outfall water quality monitoring; geographic information system (GIS)-based outfall inventory preparation, and non-stormwater discharge outfall screening. Ongoing services include project management; meeting coordination; weather tracking; monitoring event coordination; water quality sample collection from two fixed and six rotating stormwater outfall sites for two dry and three storm events per year; preparing field logs and site assessment photos; laboratory coordination and QA/QC; data management; semi-annual data reporting in CEDEN format, and draft and final MS4 Permit consolidated annual report preparation.



**Dates:** Feb 2015 – Dec 2020

**Reference:** Gina Nila, City of Commerce Deputy Director of Public Works, Gateway Water Management Authority | 2535 Commerce Way, Commerce, California 90040 | T: (323) 722-4805 Ext. 2839 | E: ginan@ci.commerce.ca.us

**Team members involved:** Gerry Greene (Project Manager), Vik Bapna (Health and Safety Lead)

### Relevance to SAWPA

- Field monitoring program
- Water quality reporting



**Dates:** Jan 2015 – Apr 2020

**Reference:** Vanessa Hevener, City of Arcadia Environmental Services Officer, Rio Hondo/San Gabriel River Water Quality Group | 11800 Goldring Road, PO Box 60021, Arcadia, California 91066 | T: (626) 254-2712 | E: vhevener@ci.arcadia.ca.us

**Team members involved:** Gerry Greene (Technical Advisor), Vik Bapna (Health and Safety Lead)

### Relevance to SAWPA

- Field monitoring program
- Water quality reporting

## Rio Hondo/San Gabriel River Water Quality Group, Coordinated Integrated Monitoring Program Implementation [CWE]

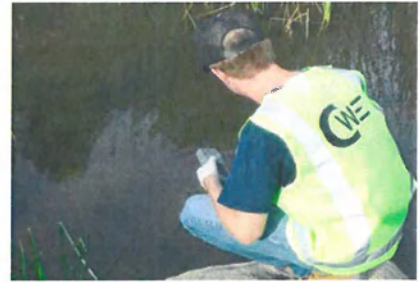
CWE is providing the Rio Hondo/San Gabriel River Water Quality Group (RH/SGRWQG) with CIMP implementation services. This group is comprised of the Cities of Arcadia, Azusa, Bradbury, Duarte, Monrovia, and Sierra Madre, County of Los Angeles, and LACFCD. Services included preparing a project-specific HASP, obtaining access permits from the LACFCD, conducting Rio Hondo Pre-Load Reduction Strategy (LRS) monitoring, GIS outfall inventory, and non-stormwater discharge outfall screening. Ongoing services include project management; meeting coordination; weather tracking; dry and wet weather water quality monitoring from five receiving water and TMDL sites, including Peck Road Park Lake and five stormwater outfall sites; preparing field logs and site assessment photos; laboratory coordination; QA/QC of results; data management and report preparation; semi-annual data submission in CEDEN format; draft and final MS4 Permit annual report preparation, and assisting in the preparation of a grant application for a green alley in the City of Arcadia.



## San Bernardino County Mojave River Watershed Group, Receiving Water Monitoring Program Development and Implementation [CWE]

CWE is providing Phase II Small MS4 Permit Implementation Assistance services to the Mojave River Watershed Group (MRWG). Services included preparing and implementing a Receiving Water Monitoring Program (RWMP) Plan and QAPP for annual spring, summer, and fall monitoring and report preparation of monitoring efforts. RWMP and QAPP implementation tasks included selecting qualified laboratories to provide analytical testing for water quality constituents; coordinating with the laboratory to provide appropriate sample containers; preparing and acquiring access permits from the USACE and City of Victorville; preparing CoC forms; labeling sample containers; collecting grab samples, including fall season weekly bacteria sampling; making field observations; photo documentation; and recording observational data; operating field meters for measuring field parameters for temperature, dissolved oxygen, conductivity, turbidity, and pH; delivering water quality samples to the laboratory under CoC and within required analytical hold time; and assisting with macrobenthic invertebrate collection and taxonomy assessment per the MS4 Permit requirements.

CWE also provides broad project management services such as sampling manager, QA/QC manager, database management, and field scientists for MRWG as per the QAPP. Shortly following the first year's sampling, CWE prepared a Baseline Water Quality Report to document existing conditions at the rural/urban interface and the downstream urban sampling locations. At the end of the fifth year, CWE prepared a Water Quality Trend Analysis Report analyzing the water quality results and trends, or lack thereof, to assess the overall MRWG Stormwater Program effectiveness to control and minimize urban and stormwater discharges using minimum control measures and post-construction BMPs.



**Dates:** May 2014 – Ongoing

**Reference:** Arlene Chun, Stormwater Program Manager, San Bernardino County Mojave River Watershed Group | 825 E. Third St., Room 117, San Bernardino, California 92415 | T: (909) 387-8109 | E: arlene.chun@dpw.sbcounty.gov

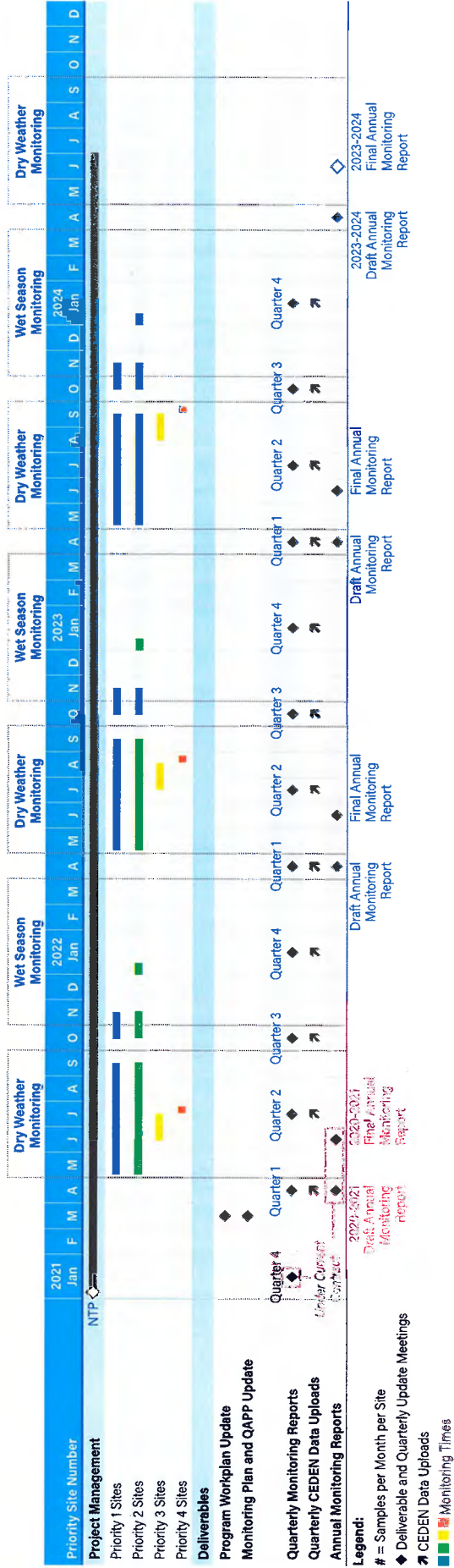
**Team members involved:** Vik Bapna (PIC), Gerry Greene (Technical Manager)

### Relevance to SAWPA

- Field monitoring program
- Water quality reporting

# Section 5 Project Schedule

The schedule below portrays the upcoming three years of RBMP implementation including each of the monitoring activities, data reports, and uploads to CEDEN. This schedule reflects recent Task Force decisions to cease weekly monitoring in Santa Ana River Reach 4 (priority 3) and return to once per year monitoring in Cucamonga Creek (priority 4). As requested, CDM Smith has increased the frequency of CEDEN uploads from annual (2016-2021 monitoring years) to quarterly.



**Article 4.05** - revise the indemnification to be limited in accordance with state law, limiting the indemnification obligation of professionals to their negligence. Change "arising from all acts or omissions..." to "caused by or resulting from any negligence, recklessness, or willful misconduct."

**SAWPA may consider adding a mutual waiver of consequential damages:**

**Article 4.09** - *"Mutual Waiver of Consequential Damages Notwithstanding any other provision of this Agreement to the contrary, neither party including their officers, agents, servants and employees shall be liable to the other for lost profits or any special, indirect, incidental, or consequential damages in any way arising out of this Agreement however caused under a claim of any type or nature based on any theory of liability (including, but not limited to: contract, tort, or warranty) even if the possibility of such damages has been communicated."*

As requested in the RFP document below is CDM Smith's hourly rate.

**Table 1 – CDM Smith Rates 2020-2021<sup>1</sup>**

Category	Hourly Rate
<b>Engineers/Scientists/Planners</b>	
Grade 1	\$125.00
Grade 2	\$140.00
Grade 3	\$165.00
Grade 4	\$175.00
Grade 5	\$185.00
Grade 6	\$195.00
Grade 7	\$212.00
Associate	\$260.00
Client Service Leader	\$305.00
<b>Support Services</b>	
Administrative Manager	\$128.00
Administrative Assistant/Word Processor	\$110.00
Office Clerk	\$90.00
Financial Manager	\$138.00
Contract Administrator	\$120.00
Financial Assistant	\$95.00
<b>Miscellaneous Expense</b>	
Auto Mileage	Current IRS Rate
Outside Services	5.0%
Materials and Other	5.0%

1) Rates will be increase by 3.0% per year for the following years



Our Fee Proposal for the delivery of the Santa Ana River Regional Bacteria Monitoring Program is \$356,845 based on the Level of Effort and Fees presented in the spreadsheet below.

**SAWPA - Santa Ana River Regional Bacteria Monitoring Program - Level of Effort and Fee Estimate for 2021-2022 Monitoring Year**

Task	Task Description	Labor Hours and Billing Rate						Word Processing and ADA support	Contract Admin	CDM Smith ODCs	Sample Collection CWE (1)	Sample Analysis Laboratory (1)(2)	Total Fee
		PIC/CSL	Project Director	Technical Leader	Technical Specialist	Paul Caswell	Steve Wolosoff						
Task 1	Billing Rate (\$/hr)	\$ 305	\$ 212	\$ 140	\$ 305	\$ 120	95						
1.1	Stakeholders Coordination	4	16	24		8						\$ 8,932	
1.2	Draft Workplan Update	4	6	8		2						\$ 4,042	
1.3	Attend Quarterly Meetings	8	24	8					2,400			\$ 11,048	
	Sub-Total	16	48	40	0	10			2,400			\$ 24,022	
Task 2	Update SAR Regional Bacteria Monitoring Plan and QAPP												
2.1	Monitoring and CAPP Update (Draft)	8	40	20		2						\$ 13,960	
2.2	Monitoring Plan and QAPP Update (Final)	6	24	12		2						\$ 9,028	
	Sub-Total	14	64	32	0	4						\$ 22,988	
Task 3	Contract with Certified Laboratory												
3.1	Laboratory Coordination - Analysis	4	12	32		2						\$ 8,864	
	Sub-Total	4	12	32	0	2						\$ 8,864	
Task 4	Implement Monitoring Program												
4.1	Field Sampling and Quarterly Monitoring Reports	4	30	60	8	2			200			\$ 18,660	
	Sub-Total	4	30	60	8	2			200			\$ 18,660	
Task 5	Annual Reporting												
5.1	Draft Annual Report	6	80	40	24	4						\$ 32,190	
5.2	Final Annual Report	6	40	32	8	2						\$ 17,850	
	Sub-Total	12	120	72	32	6						\$ 50,040	
Task 6	Data Management												
6.1	Upload data into CEDEN		16	60								\$ 11,792	
6.2	Submit Water Quality Data to SAWPA Task Force		4	12								\$ 2,528	
6.3	Manage database, perform queries		24	80								\$ 16,288	
	Sub-Total	0	44	152	0	0						\$ 30,608	
Task 7	ADA Standards for Accessible Design												
7.1	Compliance with ADA Standards		4	12								\$ 4,428	
	Sub-Total	0	4	12	0	0						\$ 4,428	
	<b>TOTAL</b>	<b>50</b>	<b>320</b>	<b>400</b>	<b>40</b>	<b>24</b>	<b>32</b>		<b>2,600.00</b>	<b>\$ 179,275.00</b>	<b>\$ 17,760.00</b>	<b>\$ 356,845.00</b>	

(1) Subconsultants fees include a 5.0% markup for handling

(2) Based on average prices for the Analysis of each sample and each tests, final pricing to be adjusted after the final selection of the Laboratory



**CDM  
Smith**<sup>®</sup>  
cdmsmith.com



**Contact:**  
 Dawn Hottenroth  
 Senior Project Manager  
 DHottenroth@KMEA.net  
 Cell: 971.732.6455  
<https://www.KMEA.net/>

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# PROPOSAL FOR IMPLEMENTATION OF THE SANTA ANA RIVER REGIONAL BACTERIA MONITORING PROGRAM

November 5, 2020 | CONFIDENTIAL AND PROPRIETARY

November 5, 2020

Santa Ana Watershed Project Authority  
11615 Sterling, Ave  
Riverside, CA 92503  
Attention: Rick Whetsel, Senior Watershed Manager

Re: IMPLEMENTATION OF SANTA ANA RIVER REGIONAL BACTERIA MONITORING PROGRAM

Dear Mr. Whetsel:

KMEA is pleased to present our response to the SAWPA Request for Proposal (RFP) for Consulting Services for Implementation of the Santa Ana River Regional Bacteria Monitoring Program. KMEA is an award-winning environmental consulting, and engineering company with over 120 employees, that provides environmental, engineering, and infrastructure development management services including air, soil, water, biological resources, and environmental remediation. Founded and headquartered in San Diego, California, in 1996, KMEA is a Service-Disabled Veteran Owned Small Business (SDVOSB) verified by the Center for Veteran Enterprise (CVE) and a California Certified Disabled Veteran Business Enterprise (DVBE).

KMEA staff have previous experience providing sampling program support of municipal, industrial, and construction NPDES and TMDL permit programs for military, municipal and commercial clients. KMEA staff include five Qualified Industrial Stormwater Practitioners (QISPs), three Qualified Stormwater Pollution Prevention Plan (SWPPP) Practitioners (QSPs), and two Qualified SWPPP Developers (QSDs) in our San Diego West Coast Operation group located in San Diego at 9210 Sky Park Court, Suite 220, San Diego, California 92123. They are supported by four Professional Engineers, three Professional Geologists, two Certified Industrial Hygienists, and a team of over 20 biologists and restoration ecologists.

SAWPA should engage KMEA for the following reasons:

- **Client Quality Rating:** According to recent surveys, our client quality ratings stand at 91% Exceptional/Very Good and 9% Satisfactory for projects completed from 2008 to 2020. 100% of our Clients would recommend KMEA for future work.
- **Environmental Stewardship:** We align our work practice with our clients' missions and objectives in protecting the natural resource and the environment by conducting frequent training workshops and outreach programs for our employees as well as our client personnel and public to heighten awareness and education.
- **Culture of Safety and Reliability:** KMEA puts the highest priority on protecting the safety of its employees and the public at large. We have an unmatched record of zero lost time workdays for over 20 years in business. Our excellent safety record is the result of instituting several administrative controls including internal behavior-based safety training for all employees, tracking near-misses, adoption of zero-incident tolerance policy, and rigorous pre-screening and pre-qualification of our subcontractors prior to on-boarding..
- **Collaborative Process Integration and Trust:** Our excellent reputation is built upon years of developing trust, confidence, and partnership with our clients who benefit from our collaborative approach from start to finish and its offering of economic and feasible solutions to complex problems and challenges.

KMEA is committed to providing the resources and staffing capacity to implement the sampling and evaluation services needed through the duration of the contract. This KMEA proposal will remain valid for a period of 120 days. Thank you for reviewing our submission. Please contact Dawn Hottenroth, Director of Water Resources, at (971) 732-6455 or [dhottenroth@KMEA.net](mailto:dhottenroth@KMEA.net) if you wish to discuss our proposal. Materials may also be faxed to (858) 221-5100.

Sincerely,



R.C. Forrest III, PE (TX) President



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## I. BACKGROUND INFORMATION ON KMEA

KMEA, a disabled veteran business enterprise (SVBE) has assembled an experienced and qualified team for this project. We have carefully reviewed the SAWPA Request for Proposal (RFP). Our understanding is that SAWPA is looking a well-qualified, experienced, and knowledgeable contractor they know and can trust to assist them with bacterial sampling, sampling plan updates, data analysis and compliance support. KMEA, teamed with our protégé INYA, is more than capable of meeting the needs cited in the RFP. We bring impressive qualifications and experience to cover the range of technical task elements specified in the RFP. We also bring an opportunity to provide services at almost 100% provided by Diverse Business Enterprise (DBE) certified companies. While a DBE utilization target was not included in the RFP, we understand that most agencies like to demonstrate DBE utilization in their projects. The following information summarizes why KMEA will be the best choice to serve SAWPA for this solicitation:

- Confidence that the work will be completed in a collaborative, responsive, and consistent high quality manner, with a staff team that has worked together for more than 8 years, providing sampling program development and support services to the US Navy, with excellent and outstanding client feedback;
- Experienced, local team with bench strength to perform and ensure any program request is processed expeditiously and in a quality manner.
- A DBE with a track record of managing large contracts with an excellent safety and quality record for clients with operations across CA, NV, AZ.

Understanding our clients' needs and completing the work to their standards is very important to us. KMEA conducts routine QA/client satisfaction meetings with our clients to inquire about our performance. The client's observations are discussed with management and action will be taken to improve or enhance our team's actions/operations. The success of this process is seen in KMEA's Client Quality Rating; 91% Exceptional/Very Good and 9% Satisfactory with a 100% "Recommended for Future Contracts."

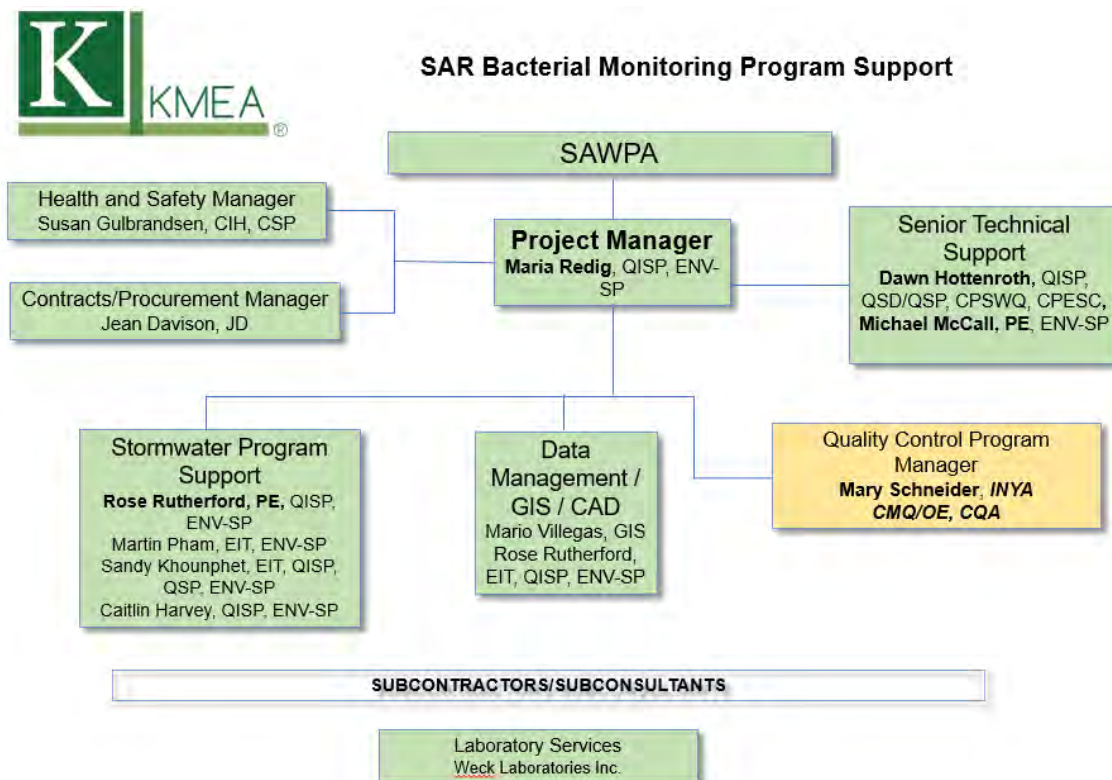


KMEA specifically provides SAWPA the best value, performance, and expertise to meet bacterial program goals while providing high levels of DBE utilization, an added value on contract implementation. KMEA brings established, proven key personnel supported by management systems and project controls that have been tested and successfully executed numerous, complex projects.

KMEA’s familiarity with the local water resources in southern California makes KMEA an excellent choice for the SAWPA contract.





## II. OUR TEAM

The KMEA project team will include the following dedicated and experienced members for implementation of this contract. Team member roles are summarized in the organization chart below, with Key Personnel bolded.



### PROJECT PERSONNEL

Key Personnel	Years of Experience	Education Certification & Training	Contract Role
 <p>Maria Redig Project Environmental Scientist</p>	11	<p>QISP, ENV SP</p> <p>Master of Science, Environmental Science, The Evergreen State College</p> <p>Bachelor of Science, Environmental Science: Toxicology, Minor, Chemistry, Western Washington University</p>	<p><b>Project Manager</b></p> <ul style="list-style-type: none"> <li>• Single point of contact for SAWPA staff;</li> <li>• Project management, including preparing monthly progress reports and invoicing;</li> <li>• Subconsultant procurement and oversight, for accredited laboratories, etc.;</li> <li>• Workplan and Accident Prevention Plan development;</li> <li>• Sampling Plan development and review;</li> <li>• QC review of all staff forms, reports, and field data</li> </ul>

Key Personnel	Years of Experience	Education Certification & Training	Contract Role
	Dawn Hottenroth Director of Water Resources	30	<ul style="list-style-type: none"> <li>• Preparing of compliance reports, such as annual reports and ad hoc monitoring reports</li> <li>• Representative for SAWPA at regional coordination meetings</li> <li>• Preparing of educational and program update materials</li> </ul>
	Mike McCall Environmental Engineer	30	<ul style="list-style-type: none"> <li>• Back-up of project management tasks detailed above</li> <li>• General Engineering support for program implementation</li> <li>• Senior technical review of engineering reports and calculations</li> <li>• Overall regulatory program support</li> </ul>
	Rose Rutherford Environmental Engineer	4	<ul style="list-style-type: none"> <li>• Project staffing, sampling, and other field services</li> <li>• Data entry into database and geodatabase systems</li> <li>• General Engineering support for program implementation</li> <li>• Stormwater report preparation and field support</li> <li>• Overall project support</li> </ul>
	Mary Schneider <i>Inya, Inc.</i>	30	<ul style="list-style-type: none"> <li>• Sampling plan technical review</li> <li>• Data results review and assessment</li> <li>• Quality control review of all deliverables</li> <li>• Overall project support</li> </ul>

Notes: ASQ = American Society for Quality; CMO/OE = Certified Manager of Quality/Organizational Excellence; CPESC = Certified Professional in Erosion and Sediment Control; CPSWQ = Certified Professional in Stormwater Quality; CQA = Certified Quality Auditor; EIT = Engineer in Training; ENV SP = Envision Sustainability Professional; PE = Professional Engineer; QISP = Qualified Industrial Stormwater Practitioner; QSD = Qualified Stormwater Pollution Prevention Plan Developer; QSP = Qualified Stormwater Pollution Prevention Plan Practitioner

### III. PROJECT UNDERSTANDING, SCHEDULE, AND APPROACH

The project management and technical approach that KMEA will implement for this contract is designed to provide best value and lowest cost to meet and exceed SAWPA requirements. Task efforts, especially field efforts, will be combined when possible to limit costs.

## GENERAL TECHNICAL APPROACH & ACHIEVING CLIENT SATISFACTION

KMEA understands that SAWPA is regulated by a variety of different requirements including:

- The Santa Ana Regional Water Quality Control Board (SARWCB) Basin Plan Amendment (BPA) of 2014;
- The Statewide Bacterial Provisions for Inland Surface Waters, Enclosed Bays and Estuaries (2018) which developed new water quality objectives for bacteria to protect the REC1 beneficial use; and
- Middle Santa Ana River (MSAR) Bacterial Total Maximum Daily Loads (TMDLs) of 2007 The Bacterial TMDL set the following compliance targets:

We understand that there are Priority 1 through 4 waters within the Santa Ana Watershed and the three SAWPA jurisdictions (Orange County, San Bernardino County, and Riverside County) that need to be evaluated for bacterial loading. Some of those waterbodies are being evaluated under other regulatory programs, such as NPDES MS4 permits or public works programs (Orange County), have been removed off the 303(D) list, are marine in nature, or otherwise do not belong in the bacterial Monitoring Program.

We anticipate the following program support activities as described in Section V

## IV. PROJECT EXPERIENCE & QUALIFICATIONS

### PROJECT DESCRIPTIONS

**Project 1: 2019/2020 Storm Water and Water Quality Pollution Prevention Management, Planning, Sampling, Analytical, Monitoring and Reporting for Naval Base San Diego (NBSD), Naval Base Point Loma (NBPL), and Naval Base Coronado (NBC)**

**Location:** San Diego, California

**Period of Performance:** February 2019 to December 2020 (ongoing)

**Project Value:** \$2,400,000

**Client Reference:** NAVFAC SW June Wheaton; 858-774-5546, Thelma.Wheaton@navy.mil

**Services Provided:** NPDES Permit Compliance, regulatory tracking, sampling, reporting

Stormwater Sampling Location



### DETAILS

KMEA provided support for Navy compliance with NPDES individual permit requirements for NBSD, NBPL, and NBC and additional tasks required to support NPDES and other water quality requirements. KMEA provides support through site inspection, compliance report preparation, stormwater sample collection, and staff education efforts. Enhanced compliance support (Level 1 and Level 2 Exceedance Response Actions) and tracking of regulatory changes that could affect the Navy. KMEA provides the following water quality services:

Producing a work plan describing the implementation of the tasks in the scope of work (SOW) including a sampling and analysis plan (SAP), a quality control and quality assurance (QAQC) plan and a Site Safety and Health Plan (SSHP)/Accident Prevention Plan (APP)

- 1) Conducting weather tracking and laboratory coordination for mobilization of sampling crews to over 100 outfall sites in the region
- 2) Quality control review of sampling results from laboratories and sampling reporting for the client and for online database systems (CIWCS and SMARTS)
- 3) Conducting visual observations such as Non-stormwater Discharge Visual Observations (NSWDVOs) and wet weather Storm Event Visual Observations (SEVOs) of outfalls, drainage areas and industrial facility areas
- 4) Facility area inspections and Annual Comprehensive Site Compliance Evaluations (ACSCE) for each industrial activity area
- 5) Point source sampling and analysis for specific facility discharges such as steam condensate, utility vaults, and electrical manholes
- 6) Development and update of various compliance reports including Annual Reports (ARs), Stormwater Discharge Management Plans (SWDMPs) and activity specific SWPPPs for over 130 industrial activity areas, including piers

7) Point source reporting on a quarterly, semi-annual, and annual basis for different discharges on different bases  
 GIS and CADD updates of maps and figures related to SWPPPs and ARs  
 Additional compliance support such as regulatory tracking, permit renewal assistance, and Exceedance Response Action (ERA) compliance activities  
 These compliance efforts are used by NAVFAC SW to submit regulatory documents and assure compliance with the San Diego and Los Angeles Regional Water Quality Boards and the State Water Resources Control Board and their associated permits.

**RELEVANCE TO THE SCOPE OF WORK**

- Demonstrates Weather Tracking/Stormwater sampling – this project shows KMEA abilities to provide storm related mobilization services.
- Demonstrates Communication/Project Management – this project shows KMEA ability to manage multiple project locations, over 80 staff, multiple sub-contractors and vendors, and ability to manage significant amounts of work.

**Project 2:– Storm Water Monitoring and Sampling (Sampling year 2017/18) at Marine Corps Air Station (MCAS) Miramar**

**Location** – San Diego, CA

**End Date** – May 2017 to September 2018

**Client** – Naval Facilities Engineering Command Southwest (NAVFAC SW)

**Total Value** – \$268,092

**Client Reference** – Herb Baylon Jr. (858) 577-6311 Herb.Baylon@usmc.mil

**Project Description** – This Task Order was to perform monitoring and sampling of stormwater outfalls and evaluation inspection of MCAS Industrial and Non-Industrial facility sites to comply with General Industrial NPDES permit requirements (Order No. CAS000001) and General Small Nontraditional MS4 Permit (Order No. CAS000004) requirements. Main elements were to implement a Stormwater Monitoring Program (SWMP), update the SWDMP, update the SWPPPs and figures, provide a Stormwater Monitoring Annual Report (SWMAR) and other water quality compliance support.



Dry Weather Inspection, Pollution Release Identified

The primary work elements for this Task Order included, but were not limited to, the following:

- 1) Conducting coordination meetings, providing meeting minutes, and producing a Workplan describing the implementation of the tasks in the SOW.
- 2) Providing a Health and Safety Plan (HASp), Accident Prevention Plan (APP), and Workplan describing intended approach to the work. The workplan included a Quality Assurance Plan (QAP).
- 3) Providing NPDES reports and plans, including industrial SWDMP, non-industrial SWMP and 33 facility area-specific SWPPPs. Efforts included site evaluation, review of materials handling activities, assessment of exposure risks, and updates to the written documents and CADD figures.
- 4) Conducting Visual Observations. Efforts included providing monthly Non-Storm Water Discharge Visual Observations (NSWDVOs) of outfalls and authorized non-stormwater discharge locations on MCAS. Records of observations were entered into and stored in a database.
- 5) Stormwater Discharge Visual Observations (SWDVOs). Efforts included weather tracking, creation of field safety guides, mobilization of staff to the site, site observations, and entry and storage of field records in a database.
- 6) Stormwater Sampling and Analysis. Efforts included sampling plan development, safety briefings, staff training, 47-sample collection, laboratory coordination, quality control review of sampling results from laboratories, and sampling reporting for the client.
- 7) Annual Evaluations. Industrial ACSCes and drainage area inspections were conducted and combined with sampling, inspection, and observation data to assess pollution prevention progress across MCAS. BMP additions and improvements were made, including some BMP installation.
- 8) Other Compliance Work. Efforts included regulatory tracking, trash amendment compliance activities, Exceedance Response Action (ERA) Level 1 compliance activities, Industrial User Discharge Sewer Permit support, and recordkeeping recommendations.
- 9) Staff training. Efforts included semi-annual pollution prevention client staff training, public education, and outreach to MCAS personnel, and detailed training for Pollution Prevention Team members.

10) SWMAR reporting, including summary of sampling data, evaluation of results to Numeric Action Levels, summary of any partially or not implemented BMPs, suggested SWPPP revisions, and preparation of a SMARTS entry checklist.

KMEA staff were very active with developing an installation approach toward compliance with the State of California Trash Amendment. KMEA helped conduct site assessment activities, generated reports about the current status of trash accumulation, and assisted the military client in choosing the appropriate compliance track.

*This project is complete, with all deliverables provided within the designated budget and schedule. Awarded Very Good and Exceptional client ratings (CPARS).*

#### RELEVANCE TO THE SCOPE OF WORK

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- Demonstrates ability to work with various groups of stakeholders, including the public
- Demonstrates the ability to prepare and provide education to site staff and visitors.

### **Project 3: Support Implementation of the MS4 Permit MCB Camp Pendleton**

**Location** – Marine Corps Base Camp Pendleton, Oceanside, CA

**Period of Performance** – September 2017 to September 2020

**Client** – Naval Facilities Engineering Command Southwest (NAVFAC SW)

**Total Value** – \$1,242,243

**Client Reference** – Jessica Palmer, (619) 532-3676,

Jessica.Palmer@navy.mil

**Project Description** – This Task Order was to provide Clean Water Act compliance including updating NPDES SWPPPs, quarterly hotspot inspections; preparation of a Program Effectiveness Assessment and Improvement Plan (PEAIP), training and Operations and Maintenance Program Assessment for Marine Corp Base Camp Pendleton.



Pollution Control Inspection Point

The primary work elements for this Task Order included, but were not limited to:

- 1) Project Management and Coordination, including a project kickoff meeting, Workplan, SAP, and APP. Monthly progress reports and invoicing included.
- 2) Performing quarterly hotspot visual inspections to comply with the MS4 permit; Facility hotspot site visits;
- 3) Preparing site-specific SWPPPs for MS4 system facility hotspots;
- 4) Preparing a PEAIP document; and
- 5) Updating the Pendleton MS4 Storm Water Management Plan
- 6) Developing and implementing two 30-minute focused educational training presentations on illicit discharge connections.

KMEA co-led all efforts.

*Early portion of this project is complete, with all deliverables provided within the designated budget and schedule. Awarded Very Good and Exceptional client ratings (CPARS).*

#### RELEVANCE TO THE SCOPE OF WORK

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- Demonstrates ability to provide evaluation of pollution sources, including bacterial sources.
- Demonstrates ability to rank sources based on watershed and receiving water criteria.

## RESUMES

As identified in Section I, here are the full resumes for the KMEA and INYA staff assigned to this project:

### MARIA REDIG, MS, QISP, ENV SP

#### STORMWATER ENVIRONMENTAL SCIENTIST



Ms. Redig has 10 years of experience in environmental science, consulting, and permit compliance. She has successfully managed stormwater and wastewater projects for a variety of federal and commercial clients to ensure compliance with environmental laws and regulations. She is experienced in permit review, data analysis, and report generation and client, staff, and project management.

Ms. Redig was previously a project manager at a private environmental toxicology laboratory, where she successfully managed around 15 clients simultaneously. Ms. Redig has had multiple positions for the Department of the Navy. She has experience as an Environmental Protection Specialist in the Hazardous Material Management Department, a Health Physicist in the Radiological Monitoring Department, as well as a Radiological Control Technician.

#### CURRENT PROFESSIONAL REGISTRATIONS AND TRAINING

Qualified Industrial Stormwater Practitioner (QISP), Envision™ Sustainability Professional (ENV SP), 40-Hour HAZWOPER, State of California, 40-Hour EM-385-1-1 USACE Safety and Health, 30-Hour OSHA General Industry

#### GENERAL EXPERIENCE

##### Water Quality

###### Stormwater

- Performed ACSCEs
- Authored Annual Reports and SWPPP updates for multiple industrial facilities for permit compliance
- Performed review of National Pollutant Discharge Elimination System (NPDES) permits and provided consulting services for clients
- Authored Point Source Reports and reviewed data for regulatory requirements for industrial facilities
- Performed stormwater outfall sample collection, chemical subsampling, and dry and wet weather observations
- Prepared planning and compliance documents, coordinated site evaluations, and managed the financial budget
- Data analysis for permit compliance
- Planning, management, and report writing for illicit connection and discharge survey of stormwater conveyance system
- Preventative Maintenance Plan creation for industrial facility
- Research and authored scientist papers of stormwater pollution and toxicity analysis for National Science Foundation grants

###### Watershed work

- Toxicity and analytical research on leachate due to stormwater filtering through bioretention composts and soil
- Salmon habitat restoration field work
- Managed project for water quality characterization along Santa Margarita Watershed

##### Project Outreach Support

- Multiple presentations at Society of Environmental Toxicology and Chemistry national and regional meetings on stormwater related research
- Member of a military facility Green Team. Presented educational talks on the global carbon cycle. Assisted in organizing Earth Day events, including trash cleanup efforts
- Wrote and trained on technical documents such as worker safety briefs focusing on toxicological effects to employees, ensuring compliance with Occupational Safety and Health Administration (OSHA) and federal hazardous material regulations

#### PROJECT RELATED EXPERIENCE

### Task Order Manager, Stormwater Permit Compliance, El Centro, CA

- Prepared planning and compliance documents, coordinated site evaluations, prepared monthly progress reports, and managed the financial budget.
- Compliance reporting, data analysis, inspections, and best management practice (BMP) recommendations provided to the client.

### Site Manager, Stormwater Permit Compliance (2017–Present), San Diego, CA

- As site lead for an active military installation responsible for weather tracking for stormwater sampling mobilizations, communications with client, assistance in stormwater training for facility staff, monthly dry weather outfall observations, industrial facility inspections, annual reporting and maintenance of the installation specific SWPPPs, led efforts to plan and implement base-wide trash assessment for compliance with the Amendment to the Water Quality Control Plan for Ocean Waters of California (Ocean Plan) to Control Trash.
- Served as site manager for an active military base responsible for stormwater inspections, sampling, and reporting. Performed ACSCE and authored Annual Reports and SWPPP updates

## DAWN HOTTENROTH, CPSWQ, CPESC, QSD, QSP, QISP, ENV SP

DIRECTOR OF WATER RESOURCES



Ms. Hottenroth has over 30 years of experience in environmental compliance work as a regulatory analyst and as a project manager. She has successfully led regulatory compliance program development and implementation efforts at the local and state level and has worked actively on stormwater management regulatory focus groups presenting at national stormwater conferences throughout her career.

She has led or co-led project teams implementing a wide range of environmental programs including stormwater management, wastewater management, pollution prevention, watershed planning, and municipal comprehensive planning efforts. Ms. Hottenroth has been the lead worker for multi-disciplinary teams and provided staff support for various citizen committees and regulatory commissions. Ms. Hottenroth excels at developing and managing project teams and working with communities to

help understand regulatory and project needs and implementation plans.

### CURRENT PROFESSIONAL REGISTRATIONS AND TRAINING

Certified Professional in Stormwater Quality (CPSWQ), Certified Professional in Erosion and Sediment Control (CPESC), Qualified SWPPP Developer (QSD), Qualified SWPPP Practitioner (QSP), Qualified Industrial Stormwater Practitioner (QISP), Envision Sustainability Professional (ENV SP), 40-Hour HAZWOPER, OSHA 30.

### GENERAL EXPERIENCE

#### Water Quality

##### Stormwater

Led a nine-person team providing stormwater compliance services for military clients. Services included (2016 to present):

- Stormwater outfall sampling, including tracking of weather and mobilization determinations
- Point source sampling
- Dry and wet weather observations
- Industrial and municipal facility inspections for stormwater exposure and discharge potential
- Annual reporting
- Preparation of and education for staff on SWPPPs
- Staff and client training on stormwater sampling, QISP testing, and stormwater facility maintenance
- Regulatory tracking
- Conducted beach grab sampling (2015)
- Led development of an initial stormwater management manual BMP guide and later provided peer review on six updates to that manual (1994 to 2015)



## Watershed work

- Led development of a justification for exempting municipal stormwater management facilities for Army Corps of Engineers Wetland regulations (2002)
- Co-led integrated watershed planning efforts (1992–1994) to combine wastewater, drainage, stormwater management, habitat, and groundwater protection needs; co-led efforts to establish a ranking system for project alternatives

## PROJECT RELATED EXPERIENCE

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### **Stormwater Permit Compliance (2016–Present), San Diego, Southern CA, and AZ**

- Leading a group of 20 plus professionals in performing sampling, inspection, and reporting duties for military clients throughout the southwest,
- Managed weather tracking for stormwater sampling mobilizations, stormwater sample collection, data analysis, dry and wet weather observations,
- Conducted industrial and municipal facility and outfall inspections, annual reporting, and maintenance of the installation specific SWPPPs.
- Enhanced compliance reporting, inspections, and best management practice (BMP) recommendations are also part of the scope when discharges are shown to exceed permit benchmarks.
- Managed scheduling, budgeting, monthly progress reports, client contact and records identification, and accumulation of the project scope.

### **Beach and Bay Program (2015-2016), County of San Diego | San Diego, CA**

Implemented the Beach and Bay sampling and notification programs for compliance with the bacterial 20-beaches Total Maximum Daily Load (TMDL) program.

- Collected beach samples,
- Evaluated bacterial results data,
- Posted notices regarding exceedances of bacterial standards. Notices included placement of physical signs, tweets, call in phone lines and web notices, and
- Developed educational training materials for after-hours response team.

### **Municipal Phase 1 Stormwater NPDES MS4 Permit Program (1992–2013), Portland, OR**

- Co-led permit application and program implementation efforts for a Phase I municipality.
- Co-led efforts to evaluate of potential pollutant sources, evaluated BMPs that could prevent pollution, and coordinated with 17 city bureaus on activities to be studied and likely BMPs to be implemented.
- Assisted preparation of a permit application including all Part 1 and Part 2 components: source mapping, regulatory authorities, financial capabilities, existing and planned additional best management practices, schedule and budget, plus assisted outreach efforts to the citizenry and the local city council for the permit application.
- Co-led implementation of the Stormwater Management Plan (SWMP) including leading coordination and BMP efforts led by the 17 bureaus. Led industrial education, land use/comprehensive planning integration, and co-lead development of post-development stormwater management requirements.
- Tasks included program planning, budgeting, schedule, public outreach, project implementation, project evaluation and project reporting.
- Deliverables included construction of retrofit stormwater facility projects, new and updated regulations/ordinances, sampling programs, training programs, educational materials, evaluation programs, annual reports, and permit renewals.

## MIKE MCCALL, PE, #C53444

VICE PRESIDENT OF ENGINEERING



Mr. McCall has over 30 years of engineering and leadership experience in public and private sector projects and has directed daily business operations for his own firm and many others that specialized in planning, civil, surveying, and structural engineering. Mr. McCall has performed onsite forensic investigations, generated existing conditions reports, and prepared case files used in expert witness testimony, depositions, and construction defect litigation. He has directed engineering staff in structural engineering design of structural steel, concrete, wood-framed structures, and many types of retaining wall systems. Further qualifications include experience as engineer of record, directly responsible for obtaining regulatory permits (Grading, Cut and Fill, US Fish and Wildlife, USAC permits, RWCB) necessary for grading permit issuance by governing agencies. He also has extensive experience in stormwater management design and in preparing supporting technical documentation including SWPPP, Water Quality Technical reports (WQTR), Water Pollution Control Plans (WPCP), Stormwater Discharge and Maintenance Agreements, corresponding legal exhibits, and title documentation.

### CURRENT PROFESSIONAL REGISTRATIONS AND TRAINING

Registered Civil Engineer – California, #C53444 Licensed, General Contractor – California, B 922982

### GENERAL EXPERIENCE

#### Summary of Engineering Qualifications

- Civil Engineering: Grading plans, public and private street improvement plans, land planning tentative maps, final maps, subdivision tract maps, parcel maps
- Structural Engineering: Wood frame, structural steel and concrete structures, seismic retrofit, retaining walls
- Engineering Studies: hydrologic and hydraulic investigations, preliminary evaluation and feasibility studies, site investigations, geotechnical engineering studies
- Stormwater Management: stormwater management plans, water quality technical reports and SWPPP preparation
- Land Surveying: mapping, construction staking, record of surveys, certificate of compliance
- Drainage studies: Hydraulic analysis and design of storm drains, water, fire and sewer systems, Floodway mapping analysis
- Stormwater BMP Design: Flow control and Hydromodification Design, Water Quality treatment analysis and sizing, detention, and retention basin design.
- Construction: supervision of work to ensure compliance with approved plans and project specifications and prepare final approval documentation
- Inspections: special inspections and engineering observations during construction Materials testing: laboratory analysis and strength of materials testing
- Company and Divisional management of all daily operations.

### PROFESSIONAL EXPERIENCE

#### VP Engineering- Strategic Programs – KMEA - California

- Coordinate engineering operations with divisional management, staff, and teaming partners.
- Assist in coordinating engineering efforts between our headquarters and other branch offices.
- Project management, engineering management, interviewing, hiring, evaluating, and managing employees. Contract management, project invoicing and project budget tracking.
- Participate in Business development, proposal generation and identifying new business opportunities.
- Quality control and Quality assurance review of company prepared documents, plans and specifications.

#### Forensic-Civil Engineer: Construction Defect, BWE, Inc., California

- Performed on-site forensic investigations (data collection/photo surveys).
- Generated existing conditions reports and supervised corresponding plan development.
- Prepared case files for use in depositions and expert witness testimony for construction defect legal proceedings.

- Determined applicable codes and standards for construction defect projects
- Analyzed cost estimates generated by members of consulting team.

**President/Principal Engineer: Civil and Structural Engineering, Surveying, Project and Construction Management, and Engineering Inspections, Civil Consulting Group, Inc., California**

- Projects included commercial, industrial, municipal, residential, and public works interests.
- Certified and reviewed plans and documents issued to approving agencies
- Supervised management, administrative, engineering, surveying, and structural engineers, and other employees.
- Planned, directed, coordinated, and evaluated the work plan for assigned staff; prioritizing, assigning, and modifying work activities and managing approaches to projects during construction.
- Liaised within work groups of the Engineering Division as well as other departments, divisions, sections, and outside agencies.

**PROJECT EXPERIENCE**

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**Managing Engineer (Geotechnical/Materials Testing/Special Inspections): San Diego State Trolley Tunnel and Station; San Diego State University, CA**

- Provided project management and supervision of all construction inspection/ materials testing and reporting for all civil/site phases of construction for trolley rail line extension, tunnel, and station construction.
- Provided engineering support to contractors, engineers, surveyors, and governing agencies throughout the project life cycle.
- Supervised geotechnical oversight, report writing and testing.
- Implementation and monitoring of all construction testing and inspection quality control and reporting requirements

**Project Engineer: Stormwater Management, City of Los Angeles Bureau of Engineering, Department of Public Works, CA**

- Coordinated a team to improve and integrate storm water management and practices into all city operations and Capital Improvement Program (CIP) projects.
- Acted as lead engineer responsible for watershed mapping for GIS database.
- Managed and enhanced catch basin cleaning program; implemented citywide stormwater testing for required pollutants; and was in charge of developing, implementing, and performing citywide stormwater testing during “first flush” rain events and normal flow conditions.
- Stormwater was tested for required pollutants and concentrations. This work was also performed in turn with outside regulatory agencies and various public groups.
- Additionally, worked as project engineer with Wastewater, Street Maintenance, Landscaping, Street Lighting, Code Compliance, Water and Power, Land Management, Development Services, and other department divisions.
- Also involved with many small and large CIP projects that included sewer and storm drain relining and redesign, water detention and outworks facility redesign, street widening, enhanced street maintenance program, and street lighting replacement program.

**Principal Engineer/Engineer of Record: Water Resource Engineering**

- Designed hydraulic structures and water conveyance systems for private and commercial projects.
- Performed floodway mapping as part of a County Floodplain mapping project as well as for private developments.
- Utilized engineering software to prepare hydrology reports, hydraulic system designs, and floodway mapping. (Hec-1, Hec2, WSPG, AES Pipe Flow)
- Prepared preliminary field investigations and research for utilization in system design and studies.

## ROSE RUTHERFORD, EIT, QISP, ENV SP

ENVIRONMENTAL STAFF ENGINEER



Ms. Rutherford is an Environmental Staff Engineer with four years of professional experience and two years of research experience in the water resources and environmental engineering field. She has assisted in writing SWPPPs and Integrated Contingency Plans; calculating storm water runoff for reports on Areas of Biological Significance (ASBS); and performing field work such as stormwater and wastewater sampling, well gauging, and environmental compliance inspections.

Ms. Rutherford has experience writing Urban Water Management Plans and Water Master Plans for cities and water districts as well as interpreting groundwater, riparian, and appropriative water rights for Indian Reservations. She also has experience analyzing and interpreting ArcGIS data for environmental and water resource projects and effectively mapping the data in both ArcGIS and AutoCAD to produce final drawings for her clients.

### CURRENT PROFESSIONAL REGISTRATIONS AND TRAINING

Professional Engineer, State of Colorado  
Engineer-In-Training (EIT), State of California, EIT  
#148063

Qualified Industrial Stormwater Practitioner (QISP),  
Envision Sustainability Professional (ENV SP),  
40-Hour-HAZWOPER, State of California

### GENERAL EXPERIENCE

#### Water Quality

##### Stormwater

- Perform stormwater sampling
- Perform point source sampling
- Perform dry and wet weather observations
- Perform industrial and municipal facility and outfall inspections for stormwater exposure and discharge potential .
- Perform stormwater infrastructure inspections
- Assist in annual reporting
- Assist in preparation of SWPPPs
- Performed illicit connection and illicit discharge inspections of stormwater infrastructure
- Assisted in survey for corrugated metal stormwater pipe replacement

#### Project Outreach Support

- Assisted the Minnesota Wastewater Think Tank, a group of academic researchers and wastewater professionals, in providing the Minnesota legislature information on how to improve wastewater treatment over the next couple of decades in the State of Minnesota
- Developed a website providing compiled data on the fate, occurrence, and removal of Contaminants of Emerging Concern (CECs) in wastewater to wastewater professionals and academics

#### AutoCAD and ArcGIS

Created and modified drawings, figures, and exhibits for project deliverables in both AutoCAD and ArcGIS (2016 – present).

### PROJECT RELATED EXPERIENCE

#### Stormwater Permit Compliance (2017–Present), Ventura County, CA

- Assist in performing sampling, inspection, and reporting duties.
- Tasks include stormwater sample collection; data analysis; dry and wet weather observations; industrial and municipal facility, outfall, and stormwater infrastructure inspection; ASBS reporting; and annual reporting and maintenance of the installation specific SWPPPs.

- Enhanced compliance reporting and inspections and best management practice (BMP) recommendations are also part of the scope when discharges are shown to exceed permit benchmarks.

#### **Illicit Connection and Illicit Discharge (ICID) Plan and Preventative Maintenance Plan (2017–2018), Yuma, CA**

- Assisted in performing inspections on new stormwater infrastructure to check for any illicit connections to the storm drain system and preparing a new ICID and preventative maintenance plan.
- Inspected drywells, catch basins, curb inlets, and retention basins for illicit connections or discharges; produced AutoCAD drawings of all the surveyed stormwater infrastructure; and discussed any illicit connections or discharges seen during the inspection with the client.

#### **Integrated Resources Plan Update (2016–2017), San Gabriel Valley, CA**

Assisted in completing the updated San Gabriel Valley Municipal Water District (SGVMWD)’s Integrated Resources Plan by researching and compiling data changes in SGVMWD’s water demand and water sources; calculating the amount of water available to SGVMWD; and calculating if available water sources can meet expected future water demands.

#### **Water Quality Research (2012), University of California Davis**

- Assisted in a research project attempting to improve the water quality of the University of California Davis Arboretum Waterway, which suffers from severe eutrophication.
- Tasks included researching possible solutions to remove excess nutrients from the waterway and to prevent excess nutrients from entering the waterway in the future; writing a report of possible solutions for reducing eutrophication; and giving a professional presentation of the project’s findings to professors and project sponsors.



### **MARY SCHNEIDER, CMQ/OE, CQA**

#### **QUALITY CONTROL MANAGER**



Ms. Schneider has more than 30 years of experience as a Quality Control Manager and Chemist in the environmental service industry in site investigation, remediation, and analytical laboratory operations. Additionally, she has more than 15 years of experience as a Quality Control Manager/Chemist on Naval Facilities Engineering Services (NAVFAC) Southwest and Northwest contracts involving site assessments, feasibility study, soil remediation, groundwater cleanup, and long-term monitoring projects. Through these project assignments, Ms. Schneider has a significant depth of working knowledge in quality assurance, quality control, and data management.

Ms. Schneider's effort focus on large-scale environmental programs with an emphasis in quality assurance/quality control, information management and data quality. She provides quality assurance consulting across environmental projects. She has extensive experience in preparation/review of work plans (WPs), Sampling and Analysis Plans (SAPs), Quality Assurance Project Plans (QAPPs), development of data quality objectives (DQOs), selection of laboratories and analytical methodology, data review/validation, data quality assessment and data management. She has significant experience with various data management systems including Automated Data Review (ADR), Environmental Database Management System-Internet (EDMSi), and Formerly Used Defense Sites Chemistry Database (FUDSChem). Ms. Schneider managed on-site quality control personnel and chemists to ensure that field implementation of planning documents including WPs, SAPs, QAPPs, and Health and Safety Plans, and data collected are defensible and meet project data quality objectives.

#### **CURRENT PROFESSIONAL REGISTRATIONS AND TRAINING**

40-hour OSHA HAZWOPER Certified – 1993 to present, Army Corps of Engineers Construction Quality Management for Contractors in 2018, American Society for Quality, Certified Quality Auditor & Certified Manager of Quality/Operational Excellence

#### **GENERAL EXPERIENCE**

##### ***Water Quality***

## Groundwater

- Managed and supported multiple projects characterizing contaminants and long-term monitoring of groundwater
- Managed field sampling teams and chemical data teams of groundwater sampling programs under RCRA, CERCLA, and San Diego DEH
- Defined project-specific measurement quality objectives, selected laboratories that will meet those data quality objectives, prepared/reviewed sampling and analysis plans, performed/oversaw review, and quality assessment of groundwater data
- Experienced working with various electronic data deliverable formats and data management systems to manage field and laboratory data.
- Experienced in sampling and analysis of PFAS

## ***Environmental Remediation***

- Managed and supported several environmental remediation projects for various contaminants (VOCs, PCBs, PAHs, pesticides, metals, petroleum, and PFAS) in soil and groundwater
- Prepared/reviewed remedial action WPs, contractor quality control plans, SAPs, and QAPPs
- Managed on-site field quality control personnel, and chemical data teams
- Managed the collection and analysis of confirmation and imported backfill soil samples to ensure project data quality objectives were met to obtain site closures.
- Managed long-term groundwater monitoring data
- Managed landfill gas monitoring
- Managed the collection and analysis of vapor samples in accordance with remedial system operation and maintenance requirements
- Inspections: special inspections and engineering observations during construction

## PROJECT EXPERIENCE

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### **Naval Facilities Engineering Command Southwest, Remedial Action Contract (RAC)**

Directly responsible for the management of the RAC quality control program governing all remediation activities. Provided QC guidance for \$250 million of diverse remediation, explosives cleanup, groundwater cleanup, building demolition, soil remediation, and radiological surveys. Conducted surveillance of project activities, performed audits of field sampling activities, and trained and oversaw project quality control managers who conduct daily QC inspections of remediation activities to ensure adherence with approved plans. Participated in continuous improvement of quality program in partnership with the Navy. In addition, oversaw preparation and submittal of field and validated analytical data in the specified Naval Electronic Data Deliverable (NEDD) format to Naval Installation Restoration Information System (NIRIS) for each project. Base-wide Groundwater Monitoring Program at Hunters Point Naval Shipyard

Ms. Schneider developed a Management and Monitoring Approach (MMA) SAP to conduct the Base-wide Groundwater Monitoring Program to perform sampling of over 150 wells, semiannually. The MMA SAP utilized a Triad-like, dynamic work strategy allowing the monitoring program to be optimized to address changing site conditions and stakeholder concerns, while providing key elements of site management and monitoring to effectively reach site closure. Wells are sampled by either no purge (passive) Snap Samplers or low-flow purging with bladder pumps. She coordinates with field teams including the analytical laboratory for each event. She reviewed daily field documentation including chain-of-custody forms and laboratory login information to ensure that all wells are sampled and requests for analyses are in accordance with the SAP. The electronic analytical data are received in ADR format. Data are validated by an independent data validation firm. An electronic version of the validated data and field data are managed using EDMSi program.

### **Drinking Water, Wastewater and Other Media Environmental Support, Marine Corps Logistics Base Barstow, Barstow, CA**

As a Project Chemist, Ms. Schneider was responsible for managing the sampling and data management program for the Navy to prepare reports in compliance with drinking water, wastewater and groundwater permits issued by the Lahontan Regional Water Quality Control Board, and the California State Water Resources Control Board. She was responsible for preparing the SAP that described sampling procedures including QA/QC to ensure that all analytical data generated are

scientifically valid, defensible, and of known precision and accuracy. She worked closely with the field team, laboratory, and client to ensure the permit reporting requirements are were met in a timely manner.

## V. PROJECT SCOPE OF WORK

KMEA is available and experienced in providing the tasks outlined in the Scope of Work

### TASK 1 – STAKEHOLDER COORDINATION

KMEA understands the needs for both external public coordination and many times the more pressing needs of internal coordination amongst the members of SAWPA. KMEA routinely works with diverse interest groups to implement our work. Our standard procedure for watershed coordination projects, is to develop a work plan describing all methods, procedures, data collection, data management, client reporting, and quality control procedures to be used to implement the requested scope of work (SOW). Such a workplan offers an opportunity for group review of proposed procedures and work objectives so that all internal stakeholders are on the same page as far as understanding all the tasks contracted to KMEA. For this contract KMEA would update the existing SAR Bacteria Monitoring program workplan highlighting level of effort for each of the SAWPA member agencies. Any data gaps or discrepancies of concern will be noted by KMEA and communicated to the SAWPA lead. KMEA will also prepare an Accident Prevention Plan (APP) to show the procedures KMEA staff will use to mitigate the safety concerns associated with monitoring. KMEA strives to have this workplan completed prior to the project Kick Off meeting so that any concerns can be addressed by stakeholders at that time.

KMEA routinely schedules, develops agendas, prepares meeting materials / presentations, and prepares meeting minutes for project kick-off and coordination meetings. We routinely have draft meeting minutes back for client review within 3 business days of the meeting. KMEA prepares drafts, a response to comments, a version of the deliverable showing highlights that address comments (highlighted final version), and a clean final version of all documents and deliverables. All final versions will incorporate SAWPA member comments.

KMEA staff assigned to the SAWPA contract are available to attend coordination meetings in person, via Zoom/Teams or by phone call. KMEA anticipates that the project manager for this contract , Ms. Redig, will be in weekly communication with the SAWPA staff lead.

### TASK 2 – UPDATE SAR REGIONAL BACTERIA MONITORING PLAN AND QUALITY ASSURANCE PROJECT PLAN (QAPP)

The KMEA approach for reviewing the existing SAR Bacteria Monitoring Plan and QAAP, is to evaluate documents for the following: new regulatory compliance or upcoming regulatory drivers, monitoring goals and objectives, monitoring site selection, sampling and analysis procedures, data QAQC programs, data management, data gaps, reporting documents and tools. For this contract KMEA will call out any changes needs to comply with new RWQCB requirements for significant sensitivity of sample analysis by accredited laboratories. KMEA will make recommendations on program improvements to the SAWPA lead and will provide justification or study support documents as needed.

KMEA will prepare drafts, a response to comments, a response to comments highlighted final version, and a clean final version of all documents and deliverables. All final versions will incorporate SAWPA member comments.

### TASK 3 – CONTRACT WITH A CERTIFIED LABORATORY

KMEA routinely works with multiple accredited laboratories throughout southern California. We have maintained existing sampling relationships with these laboratories for over 10 years. KMEA provides laboratory coordination efforts on our current contracts including:

- Pre-qualifying new laboratories for safety record and insurance,
- Preparing and executing purchase order requests,
- Assuring agreement and usage of appropriate testing methods. For this contract 40 CFR Part 136 methods will be used. KMEA will work with the laboratory to identify the minimum amount of sample volume needed and holding times associated with sample collection;
- Identifying which sites will have duplicates and field blanks for collections;
- Coordinating sample bottle preparation, sample labeling, cooler and bottle delivery;
- Training KMEA staff on sampling protocols, use of field measurement devices/meters, and safety procedures for bottles with preservatives;

- Coordinating on appropriate Chain of Custody (CoC) materials;
- Preparing and assuring appropriate protections for delivery (such as icing and CoC attachment), whether delivery be in person or through use of a shipper;
- Preparing and delivery of sampling summary emails for SAWPA members and labs to acknowledge what sites were sampled / not sampled, any issues with sample collection, and how many and when sampling coolers were sent / delivered to the laboratory; and
- Quality control review of laboratory reports, including resolution of any data qualifiers and issues with reported data.

KMEA routinely includes labs in plan to mobilize emails and our weather tracking emails (for storm related samples) to assure they know that we may be mobilizing that week for sample collection.

For this contract proposal KEMA requested pricing from the following laboratories:

- |                              |                 |
|------------------------------|-----------------|
| > Eurofins Calscience Irvine | > OCA           |
| > Weck Labs                  | > ALS Truesdale |
| > Enthalpy                   | > Physis Labs   |
| > MBC Aquatic                |                 |

KMEA already has existing purchase orders with many of these laboratories, who are comfortable with our sub-contract terms and conditions, including payment schedule.

#### TASK 4 – IMPLEMENT THE MONITORING PROGRAM

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KMEA has over 10 years of experience providing monitoring program support for our clients for watershed, TMDL, industrial site, construction site and Municipal Separate Storm Sewer (MS4 ) Program compliance.

Based on review of program materials we understand:

- Dry Weather - Weekly sample collection will occur over the 20-week dry period (May 1 to September 30) plus weekly during the 5-week cool period of October 1 to mid-November, at RMP priority 1 and 2 sites and TMDL sites.
- Dry Weather - 5 weekly samples will be collected for a 6-week period at RMP priority 3 sites, except for Santa Ana Reach 4 (P3-SBC1) which is on the RMP priority 1 and 2 sites schedule. Priority 3 sites are grouped so that each group has weekly collection over one 6-week period of the year.
- Dry Weather – One per year for Priority 4 sites, which are based on antidegradation evaluation, (June 21-September 21), except for Cucamonga Creek which is monitored monthly in dry weather conditions (no rainfall in previous 72 hours).
- Wet Weather – one sample per wet season (November 1 to March 30) for TMDL Sites, over a four-day sampling period; Sample 1 – day 1 of storm when flow above dry weather normal flow; Sample 2 – 48 hours after Sample 1 ; Sample 3 – 72 hours after Sample 1, Sample 4 – 96 hours after Sample 1
- Sediment or biofilm sampling – KMEA has experience in these types of sampling efforts and related tools and is available to support these efforts.
- Flow estimation – KMEA has experience with military point source programs in using buckets and visual observations to estimate flow measurement.

KMEA is poised to assist with any Tier 1 or Tier 2 urban sampling, agricultural sampling, or any future TMDL-related field reconnaissance, studies and sampling efforts based on a time and materials basis. We are experienced with collecting field blanks, duplicates, and field replicates and assessing the consistency of sampling protocols and potential field contamination issues as part of the QAQC program as identified in the QAPP. KMEA staff have familiarity with using commercial and public health laboratories for sample processing.



Table 1 summarizes the sampling sites and estimates sample for each site

*Table 1 – Sampling Summary*

SITE ID	SITE DESCRIPTION	RMP PRIORITY	# SAMPLES / YEAR	NOTES
P1-1	Canyon Lake at Holiday Harbor	1	25	
P1-2	Lake Elsinore	1	25	
P1-3	Lake Perris	1	25	
P1-4	Big Bear Lake at Swim Beach	1	25	
P1-5	Mill Creek Reach 2	1	25	
P1-6	Lytle Creek (Middle Fork)	1	25	
WW-S1	Santa Ana River Reach 3 at MED crossing	1, 2, TMDL	25 dry, 1 event/4 wet	
WW-S4	Santa Ana River Reach 3 at Pedley Avenue	1, 2, TMDL	25 dry, 1 event/4 wet	
WW – M6	Mill -Cucamonga Creek below Wetlands	2, TMDL	25 dry, 1 event/4 wet	
WW-C7	Chino Creek at Central Ave	2	25	
WW-C3	Prado Park Lake	2	25	
P3-OC1	Bolsa Chica Channel upstream of Westminster Boulevard / Bolsa Chica Road	3	5 minimum	GROUP 1
P3-OC3	Bully Gully Creek Little Corona Beach at Poppy Avenue / Ocean Boulevard	3	5 minimum	GROUP 3
P3-OC5	Los Trancos Creek at Crystal Cove State Park	3	5 minimum	GROUP 3
P3-OC6	Morning Canyon Creek at Morning Canyon Beach	3	5 minimum	GROUP 3
P3-OC7	Peter’s Canyon Wash downstream of Barranca Parkway	3	5 minimum	GROUP 2
P3-OC8	San Diego Creek downstream of Campus Drive (Reach 1)	3	5 minimum	GROUP 2
P3-OC9	San Diego Creek at Harvard Avenue (Reach 21)	3	5 minimum	GROUP 2
P3-OC11	Serrano creek upstream of Barranca / Alton Parkway	3	5 minimum	GROUP 2
P3-RC1	Goldenstar Creek at Ridge Canyon Drive	3	5 minimum	GROUP 5
P3-SBC1	Santa Ana River Reach 4 above S. Riverside Ave. Bridge	3	25 dry	GROUP 4
P3-SBC2	San Timoteo Creek Reach 1a	3	5 minimum	GROUP 6
P3-SBC3	San Timoteo Creek Reach 2	3	5 minimum	GROUP 6
P3-RC3	San Timoteo Creek Reach 3	3	5 minimum	GROUP 6
P3-SBC4	Warm Creek	3	5 minimum	GROUP 6
P4-RC2	Temescal Creek at Lincoln Avenue	4	1/ year – dry	
P4-OC1	Santa Ana Delhi Channel Upstream of Irvine Avenue	4	1/ year – dry	
P4-OC2	Santa Ana Delhi Channel in Tidal Prism	4	1/ year – dry	
P4-OC3	Greenville-Banning Channel in Tidal Prism	4	1/ year – dry	
P4-SBC1	Cucamonga Creek at Hellman Avenue	4	1/year + monthly dry	Assume 8 months dry conditions
WW-C3	Prado Park Lake at Lake Outlet	TMDL	25 dry, 1 event/4 wet	
WW-C7	Chino Creek at Central Avenue	TMDL	25 dry, 1 event/4 wet	

KMEA staff undergo annual sampling training for each contract program we manage, to assure samplers have the context and understanding of program goals and objectives, sampling locations and sampling procedures. For sampling to be the most cost effective, site sampling staff must have a thorough knowledge of the site, sampling needs and procedures. KMEA routinely schedules dry weather sampling via email at least two to three days ahead of the event. For wet weather events, KMEA uses National Oceanographic and Atmospheric Agency (NOAA) and National Weather Service (NWS) rain gauges and weather predictions to track pending storm events. KMEA routinely provide the following notifications to our clients:

- **Storm Watch** – 72 + hours before storm event, to identify potential site mobilizations.
- **Stand By** – for 48 hours before potential storm to assess whether the event will produce sufficient flow and duration for wet weather sampling.
- **On Call** – for 12-24 hours before potential storm-related mobilizations. Reviewing the latest NOAA predictions and determining a go/o go decision to mobilize for inspections and sampling.
- **Mobilization** – with sufficient time to reach sampling locations by the time of predicted rainfall. Mobilization will occur during daylight hours only. For storms after 1300, samplers will mobilize at daylight the next day.

KMEA will track storm occurrences and response from sampling/inspections teams over the course of the year for inclusion in annual reporting. Rainfall data and mobilizations can also be included in monthly progress reports (MPRs) as desired by SAWPA.

KMEA staff will mobilize to sampling locations, collect samples (assuming it is safe to do so) at a well-mixed location, and perform storm event observations on the sampling location and the nature of samples, noting the presence of any visible pollutants or the hydrologic connectivity of the sampling location. We are proficient in the development of sampling equipment, such as the creation and use of long sampling poles, sampling weirs and other tools. KMEA can use our sampling observation forms or those used by SAWPA. If a suspected pollutant discharge is occurring, KMEA staff will alert the SAWPA point of contact immediately and spend up to 30 minutes trying to identify the upstream source. KMEA will routinely collect photographs of sampling efforts, especially of potential pollutant sources. KMEA staff will immediately notify KMEA management, KMEA health and safety program staff and SAWPA of any incidents, accidents or other issues occurring in the field.

Once samples are collected, they are placed in coolers, iced, and brought back to a central location for delivery or courier to the laboratory. KMEA staff will assure CoCs are included and appropriate custody seals are in place. Coolers will remain under the supervision of KEMA staff until courier pick up. As mentioned in the previous section, KMEA sends an email to all stakeholders (including laboratories) about the success of sampling each specified location.

For this contract KMEA understands from the Revised SAR monitoring Program we will be evaluating samples against the following standards program samples:

SAMPLING COMPLIANCE STANDARDS						
Parameter	Regulation	Method	Sites	Measurement Period	Standard (with units)	Deviation Allowance
E. Coli	Statewide Bacteria Provisions	EPA 1603 - CFU/100ml	All – <i>Minus</i> P4-OC2 & P4-OC3	5 Samples over a 6-week Geometric Mean	< 100 organisms / 100 mL	10% or less > 320 organisms / 100 mL in calendar month
	MSAR Bacterial TMDL	Or SM 9223B - MPN/100ml		5 Samples over a 30-day Geometric Mean	< 113 organisms / 100 mL	10% or less > 212 organisms / 100 mL in any 30-day period
Enterococci	Statewide Bacteria Provisions	EPA 160 - CFU/100ml	<i>P1-2 sites,</i> <i>P3:</i> REC1, OC5, OC6 <i>P4:</i> OC2 & OC3	5 Samples over a 6-week Geometric Mean	< 30 organisms / 100 mL	10% or less > 110 organisms / 100 mL in calendar month
TSS	Statewide Bacteria Provisions	SM 2540 D	All	Grab Sample	Correlation with bacterial load only	0.5 mg/L
Calibrate pre / post sampling within manufacturers recommendations						
pH	Statewide Bacteria Provisions		All	Field Measurement	6-9	Per manufacturer
Temperature	Statewide Bacteria Provisions		All	Field Measurement	Correlation with bacterial load only	Per manufacturer
Conductivity	Statewide Bacteria Provisions		All	Field Measurement	Correlation with bacterial load only	Per manufacturer
Dissolved Oxygen	Statewide Bacteria Provisions		All	Field Measurement	Correlation with bacterial load only	Per manufacturer
Turbidity	Statewide Bacteria Provisions		all	Field Measurement	≤ 75 (30-day average) ≤ 100 (7-day average) ≤ 225 (instantaneous)	Per manufacturer

KMEA can acquire the services of a laboratory providing QPCR protocols as needed for support of bacterial sourcing studies.

KMEA has ample experience providing quarterly monitoring reports for clients. As noted in Task 6 of the RFP, these reports will describe work completed, any problems encountered with sampling, any laboratory data issues, and remedies for resolving any data collection issues. KMEA will prepare drafts, a response to comments, a response to comments highlighted final version, and a clean final version of all documents and deliverables. All final versions will incorporate SAWPA member comments.

Ms. Redig has been the point sampling report lead for the last three years with our large military client. Those quarterly, semi-annual, and annual reports are prepared and submitted on routine dates, usually 15 days after the end of the quarter, so the SAWPA 45-day requirements should be easily met. KMEA also prepares monthly progress reports (MPRs) as part of invoicing that will be used to highlight any issues with program implementation.

#### TASK 5 - ANNUAL REPORTING

KMEA has been preparing annual stormwater reports for over 10 years for our clients. Our reports generally identify the where, how, and what was discovered during the monitoring program for the previous year. KMEA will prepare and collect data for report as needed, including data collection from SAWPA member agencies. Data will be evaluated against the regulatory standards for bacteria – the BPA, TMDLS, and REC 1 and REC 2 standards. Data summary tables will be provided when possible to compare the results to regulatory standards. The report outline will generally include:

- Executive summary – highlighting any exceedance of standards with a discussion about what the source of the exceedance was or any mitigating factors;
- Regulatory requirements for the report, including existing impairment status of waterbodies in the Santa Ana River watershed;
- Monitoring procedures;
- Monitoring summary of the times and dates of sample collection and a rainfall summary for wet weather samples;
- Monitoring results compared to single sample and 30-day geometric mean regulatory standards (REC1 water quality objectives and antidegradation for REC2 waters) that apply;
- QAQC issues with results, especially data qualifiers or observations of potential pollutant interference;
- Discussion of any exceedances and potential causes
- Data trend analysis, including performing statistics to identify data outliers. Progress toward meeting bacterial TMDL targets to be included;
- Programmatic change recommendations for the SAR Regional Bacteria Monitoring Plan and QAPP;
- Citations for supporting document; and
- Appendices with all raw data and laboratory results.

KMEA believes in using maps, matrices, and other graphics to represent information when possible. Such graphics made information easier to comprehend and breakup the text heavy sections of the document.

All collected data will be housed in an internal data management system for review, and manipulation. Once the draft report or other deliverable is prepared, data summaries, graphics, and conclusion discussions will undergo an internal technical review to assure all data are summarized and evaluated correctly. This data can be shared with SAWPA member entities as requested.

KMEA will use existing report outlines and presentation tones to maintain consistency with previous years' reports. KMEA will prepare drafts, a response to comments, a response to comments highlighted final version, and a clean final version of all documents and deliverables. All final versions will incorporate SAWPA member comments.

Ms. Redig as Project Manager will oversee the drafting and review of all deliverables using KMEA's 3-step review process. Ms. Hottenroth will provide senior technical review on all deliverables as she has on virtually all KMEA stormwater deliverables for over three years (approximately 50 documents a year).

## TASK 6 – DATA MANAGEMENT

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KMEA has over 24 years of providing data management for our clients. We have a number of proprietary and vendor-based products used to house program information. KMEA can utilize our existing data storage architecture or use a database provided by SAWPA. KMEA routinely collects / provides the following items:

- Field notes, clean PDF copies of all field forms, and field photographs of sampling site issues and potential pollutant sources;
- Copies of all sampling tracking sheets with the dates of sample, the data of laboratory report receipt, date of lab report QC, and the final dates of monitoring report information shipped to the client (after QC review and revision to laboratory reports).
- Laboratory reports, including internal QC review versions noting report deficiencies; and
- Summary tables for collected lab information, including excel versions which auto calculate 30-day geometric mean and 10% exceedance evaluations.

KMEA routinely prepares information for the CEDEN database upload. We can utilize existing templates, or a template provided by SAWPA. As part of the quarterly reporting in Task 4, data tracking issues will be identified, and remedies proposed as part of quarterly and MPR reporting

KMEA will prepare drafts, a response to comments, a response to comments highlighted final version, and a clean final version of all documents and deliverables. All final versions will incorporate SAWPA member comments. KMEA is available to perform database queries and extract data spreadsheets as desired by SAWPA. Emergency notifications are as explained in Task 4

## VI. DESCRIPTION OF EQUIPMENT

KMEA will utilize standard equipment to support project implementation. Bacterial Program efforts will require use of the following equipment: KMEA routinely prepares field sampling notebooks to provide clarity and safety around site sampling efforts. These field guides are updated through the phases of development include:

A field notebook. The notebook will include the following: Regional watershed, sub-watershed and drainage area maps; detailed sampling location map and location photographs – identifying observation, sampling and photographic locations (if they are different); Sampling and Observation Field Forms; a copy of the APP / Activity Hazard Analysis (AHAs) and applicable safety forms; Point of Contact (POC) list for SAWPA and member agency staff; Summary of sampling protocols and sampling analysis required for the site– tools to use, methods, etc.

Sampling equipment:

- > China markers/ pens – for filling out sample bottle labels and field forms
- > Rope for lowering collection bottles / buckets
- > Buckets, bucket liners, and sample collection equipment, including extendable sampling poles or Teflon bags or syringes for surface collection
- > Small, clear containers for visual observations
- > Paper towels
- > Field meters – calibrated within the previous 3 days of a sampling event (meters may provide multiple functions: Temperature meter, pH meter, turbidity meter, conductivity, dissolved oxygen)
- > Sampling cooler - with ice for bacterial sample holding
- > Sample bottles – quality control checked for required labels, preservatives, and custody labels (if applicable)
- > Bubble wrap and ice for bottle transport
- > Laboratory CoC sheets – with tape and plastic bag to adhere to inside cooler lid.
- > Custody seals / tape for securing cooler lids
- > Courier forms, as needed

- > Personal Protective Equipment (PPE)
- > Nitrile (surgical) gloves
- > Safety glasses
- > Cellular phone
- > First aid kit
- > COVID face protection
- > Hand sanitizer and sanitizing wipes for equipment
- > Waders (as needed)
- > Life preserver (as needed)
- > Fall protection devices (as needed)
- > Set of dry clothes and a towel (as needed)
- > Steel-toed waterproof boots (as needed)
- > Rain suit and reflective vest or rain suit with reflective material for wet weather events
- > Hard hat for active roadway areas
- > Cones for active roadway areas

KMEA does not anticipate any specialized equipment for collecting samples. All KMEA staff assigned are trained in the use of above equipment.

## VII. PROJECT SCHEDULE

Based on review of the Bacteria Monitoring Program Monitoring Plan developed in August of 2019, KMEA anticipates the following generic schedule for program implementation, assuming a January 2, 2021 start date:

Dry + Cool Season Sampling (April 1 to mid-November)	Wet Season Sampling (November 1 to March 31)	Rain-Storm Sampling (5 storms/yr. estimated)	Reporting Activities
<ul style="list-style-type: none"> <li>• Weekly sampling (M-Th) – RMP 1, 2 and Santa Ana Reach 4 sites               <ul style="list-style-type: none"> <li>&gt; RMP 3 Priority sites (based on previous scheduled efforts)</li> <li>&gt; Group 5 - May 3 to June 11, 2021</li> <li>&gt; Group 6 – June 14 to July 23, 2021</li> <li>&gt; Group 3 – July 26 to September 3, 2021</li> <li>&gt; Group 1 – September 6 to October 15, 2021</li> <li>&gt; Group 2 – October 18 to November 26, 2021</li> </ul> </li> <li>• RMP 4 sites – once annually – June 28-September 24</li> <li>• RMP 4 site Cucamonga Creek - once per month May 1 to October 31</li> </ul>	TMDL Sites – 4 sample day event. Rain Dependent	Rainfall based	<ul style="list-style-type: none"> <li>• Workplan Revision / App – January 15, 2021</li> <li>• SAR Monitoring Plan Review – January 15, 2021</li> <li>• Project Kick-Off Meeting – Week of January 18, 2021</li> <li>• Regular Stakeholder meetings – quarterly starting April 2021</li> <li>• Ad Hoc sampling reports within 7 days of lab report receipt</li> <li>• Quarterly Monitoring Summary report – starting April 2021</li> <li>• Annual report – May 1, 2021</li> <li>• Quarterly data management reports</li> <li>• May 1 - TMDL wet weather data reports</li> </ul>

In general, KMEA avoids dry weather sample collection on Fridays and holidays, when possible, to avoid laboratory costs associated with analyzing conventional pollutants after general operating hours. A more formalized schedule will be prepared upon receipt of award.

Revised Detail SAWPA Cost  
November 19, 2020

Task	Year 1 Labor Cost	Year 1 ODC Cost	Year 2 Labor Cost	Year 2 ODC Cost	Year 3 Labor Cost	Year 3 ODC Cost	Combined 3-yr cost	Assumptions
1. Stakeholder coordination	\$ 28,175	\$ 606	\$ 19,760	\$ 468	\$ 19,760	\$ 468	\$ 69,237	<ul style="list-style-type: none"> <li>Assumes 1 kick off meeting and 12 quarterly meetings – half of which are in person</li> <li>Assumes development of simplified APP</li> </ul>
2. SAR Bacteria Monitoring Program & QAPP update	\$ 10,740 (if necessary)	\$ 56 (if necessary)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,796 (if necessary)	<ul style="list-style-type: none"> <li>Assumes Qualified QC reviewer</li> <li>Assumes this is necessary, but please remove cost if not necessary</li> </ul>
3. Laboratory Coordination	\$ 25,370	\$ 306	\$ 24,070	\$ 306	\$ 24,070	\$ 306	\$ 74,428	<ul style="list-style-type: none"> <li>Assume contracting, pre-sampling and data review activities</li> <li>Assumes 8 cooler pickups / year from labs</li> </ul>
4. Monitoring Program implementation	\$ 231,830	\$ 26,473	\$ 216,440	\$ 25,603	\$ 216,440	\$ 25,603	\$ 742,389	<ul style="list-style-type: none"> <li>Assumes development of a <i>new</i> sampling guide for 40 sites (reduce cost by \$16,000 if guide already exists)</li> </ul>
5. Annual Reporting	\$ 11,070	\$ 73	\$ 11,070	\$ 73	\$ 11,070	\$ 73	\$ 33,429	<ul style="list-style-type: none"> <li>Assume some data QC occurs as part of this task – majority in Task 6</li> <li>Assumes some time to collect information from program partners – including field sheets and photos – majority in task 6</li> </ul>
6. Data Management	\$ 47,473	\$ 110	\$ 47,473	\$ 110	\$ 47,473	\$ 110	\$ 142,749	<ul style="list-style-type: none"> <li>Assumes data check against QAPP by certified QC professional</li> </ul>
<b>TOTALS</b>	<b>\$ 354,658</b>	<b>\$ 27,624</b>	<b>\$ 318,813</b>	<b>\$ 26,560</b>	<b>\$ 318,813</b>	<b>\$ 26,560</b>	<b>\$ 1,073,028</b>	

## PROPOSAL EVALUATION SHEET

### Implementation of Santa Ana River Bacteria Monitoring Program

Criteria	Rate each on scale of 1 to 10 (10 being the highest)		Weight	Weighted Score (Automatically Computes)		Comments	
	CDM Smith	KMEA		CDM Smith	KMEA	CDM Smith	KMEA
Experience and qualifications of the assigned individuals/firm			30	0.0	0.0		
Project approach and understanding of needs			30	0.0	0.0		
Anticipated value and quality of services			30	0.0	0.0		
Project Schedule			5	0.0	0.0		
Appropriateness of proposed fee structure			5	0.0	0.0		
Responsiveness to RFP (Pass / Fail)							
<b>TOTAL POINTS (50 Points max.)</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>	<b>0.0</b>	<b>0.0</b>		

*Score: 10 Excellent; 8 Good; 7 Average; 6 Below Average; 5 Poor*

*TOTAL = Weight x Score*

*P/F = Pass/Fail*

*proposed fee*                      \$                      -                      \$                      -

*Reviewer:* \_\_\_\_\_

*Agency:* \_\_\_\_\_



Implementation of Santa Ana River Regional Bacteria Monitoring Program

Agreed upon interview questions:

1. How will the adoption of the August 2018 Water Quality Control Plan for Inland Surface Waters, Enclosed bays and Estuaries of California – Bacteria Provisions and a Water Quality Standards Variance Policy aka “the Bacteria Provisions” affect the monitoring, management and regulation of bacteria in the Santa Ana River Watershed?
2. Please describe your experience representing or advising regulated agencies in discussions with regional board staff regarding the monitoring and reporting provisions of NPDES permits. In particular, highlight examples of your successes in getting cost effective and innovative approaches to addressing regulatory requirements.
3. How will you ensure your staff’s safety while conducting environmental monitoring in potentially hostile environments such as those created by large homeless populations taking residence in the municipal storm drain system and the mainstream of the Santa Ana River?
4. How will you manage costs?

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Santa Ana Watershed Project Authority  
Cash Transaction Report  
Month of October 2020

Below is a summary of cash transactions completed during the month in the Authority's checking account with US Bank. Attached are summaries by major revenue and expense classifications.

Cash Receipts and Deposits to Account	\$ 2,066,086.39
Net Investment Transfers	(993,810.61)
Cash Disbursements	<u>(1,116,484.70)</u>
Net Change for Month	\$ (44,208.92)
Balance at Beginning of Month	<u>3,332,643.46</u>
Balance at End of Month per General Ledger	<u>\$ 3,288,434.54</u>
Collected Balance per Bank Statement	\$ 3,387,248.53

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**ACCOUNTS PAYABLE RECONCILIATION**

Accounts Payable Balance @ 09/30/2020	\$ 5,052,141.97
Invoices Received for October 2020	4,518,182.72
Invoices Paid by check/wire during October 2020 (see attached register)	<u>(877,367.41)</u>
Accounts Payable Balance @ 10/31/2020	<u>\$ 8,692,957.28</u>

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**CASH RECEIPTS**

Brine Line Operating Revenues	\$ 955,078.15
Participant Fees	473,621.20
LESJWA Admin Reimbursement	22,625.86
Grant Proceeds - Prop 1	613,561.18
Other	<u>1,200.00</u>
Total Receipts and Deposits	\$ 2,066,086.39

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**INVESTMENT TRANSFERS**

Transfer of Funds:	
From (to) US Bank (Bank fees)	\$ -
From (to) LAIF	-
From (to) Legal Defense Fund	-
From (to) LESJWA	-
From (to) Investments	<u>(993,810.61)</u>
Total Investment Transfers	\$ (993,810.61)

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**CASH DISBURSEMENTS**

By Check:	
Payroll	\$ -
Operations	<u>877,367.41</u>
Total Checks Drawn	\$ 877,367.41
By Cash Transfer:	
Payroll	\$ 164,971.04
Payroll Taxes	71,170.51
Account Analysis Fee	788.98
Take Care (AFLAC)	<u>2,186.76</u>
Total Cash Transfers	\$ 239,117.29
Total Cash Disbursements	<u>\$ 1,116,484.70</u>

**Santa Ana Watershed Project Authority**  
**Check Detail**  
**Oct-20**

Category	Check #	Check Date	Type	Vendor	Check Amount
Auto Expense	4524	10/29/2020	CHK	County of Riverside	\$ 969.86
<b>Auto Expense Total</b>					<b>\$ 969.86</b>
Bank Fees	WDL000005246	10/15/2020	WDL	US Bank	\$ 788.98
<b>Bank Fees Total</b>					<b>\$ 788.98</b>
Benefits	4496	10/8/2020	CHK	Cal PERS Long Term Care Program	\$ 152.04
Benefits	4502	10/15/2020	CHK	AFLAC	\$ 336.01
Benefits	4507	10/22/2020	CHK	Cal PERS Long Term Care Program	\$ 152.04
Benefits	4511	10/22/2020	CHK	WageWorks	\$ 116.00
Benefits	4513	10/22/2020	CHK	Mutual Of Omaha	\$ 2,977.57
Benefits	EFT03594	10/8/2020	CHK	Vantagepoint Transfer Agents	\$ 3,901.91
Benefits	EFT03598	10/8/2020	CHK	Vantagepoint Transfer Agents	\$ 411.71
Benefits	EFT03611	10/22/2020	CHK	Vantagepoint Transfer Agents	\$ 3,901.91
Benefits	EFT03617	10/22/2020	CHK	Vantagepoint Transfer Agents	\$ 411.71
Benefits	P039815	10/8/2020	WDL	CalPERS Supplemental Income	\$ 5,320.81
Benefits	P039816	10/8/2020	WDL	Public Employees' Retirement	\$ 21,687.28
Benefits	P039904	10/22/2020	WDL	CalPERS Supplemental Income	\$ 5,320.81
Benefits	P039905	10/22/2020	WDL	Public Employees' Retirement	\$ 21,655.48
Benefits	WDL000005230	10/1/2020	WDL	Takecare	\$ 384.60
Benefits	WDL000005234	10/9/2020	WDL	Takecare	\$ 422.16
Benefits	WDL000005236	10/13/2020	WDL	Takecare	\$ 130.00
Benefits	WDL000005242	10/15/2020	WDL	Takecare	\$ 422.16
Benefits	WDL000005245	10/14/2020	WDL	Takecare	\$ 827.84
Benefits	WDL000005250	10/27/2020	WDL	Takecare	\$ 3,593.14
<b>Benefits Total</b>					<b>\$ 72,125.18</b>
Building Lease	4514	10/22/2020	CHK	Wilson Property Services, Inc	\$ 1,745.92
Building Lease	4515	10/22/2020	CHK	Wilson Property Services, Inc	\$ 1,782.00
<b>Building Lease Total</b>					<b>\$ 3,527.92</b>
Construction	4509	10/22/2020	CHK	WEKA Inc	\$ 63,975.85
Construction	EFT03620	10/22/2020	CHK	TRC Engineers, Inc.	\$ 1,054.50
<b>Construction Total</b>					<b>\$ 65,030.35</b>
Consulting	EFT03588	10/1/2020	CHK	Risk Sciences	\$ 8,400.00
Consulting	EFT03590	10/1/2020	CHK	Woodard & Curran Inc.	\$ 9,874.25
Consulting	EFT03592	10/1/2020	CHK	GEI Consultants	\$ 8,980.00
Consulting	EFT03606	10/15/2020	CHK	Trussell Technologies, Inc.	\$ 1,247.48
Consulting	EFT03609	10/15/2020	CHK	Kahn Soares & Conway	\$ 5,347.50
Consulting	EFT03612	10/22/2020	CHK	Risk Sciences	\$ 4,550.00
Consulting	EFT03615	10/22/2020	CHK	West Coast Advisors	\$ 9,750.00
Consulting	EFT03618	10/22/2020	CHK	Integrated Systems Solutions	\$ 92.50
Consulting	EFT03619	10/22/2020	CHK	Accent Computer Solutions Inc	\$ 2,948.00
Consulting	EFT03630	10/29/2020	CHK	CDM Smith, Inc.	\$ 48,959.26
Consulting	EFT03631	10/29/2020	CHK	Integrated Systems Solutions	\$ 37.00
Consulting	4517	10/22/2020	CHK	Blais & Associates	\$ 875.00
<b>Consulting Total</b>					<b>\$ 101,060.99</b>
Credit Cards	P039949	10/9/2020	WDL	US Bank	\$ 5,714.70
<b>Credit Cards Total</b>					<b>\$ 5,714.70</b>
Director Costs	EFT03610	10/22/2020	CHK	Eastern Municipal Water District	\$ 440.00
Director Costs	EFT03613	10/22/2020	CHK	Western Municipal Water District	\$ 440.00
<b>Director Costs Total</b>					<b>\$ 880.00</b>
Dues	4520	10/29/2020	CHK	California Special Districts	\$ 1,482.00
<b>Dues Total</b>					<b>\$ 1,482.00</b>
Engineering Costs	4508	10/22/2020	CHK	Stantec	\$ 33,959.94
Engineering Costs	EFT03632	10/29/2020	CHK	Dudek	\$ 9,250.00
<b>Engineering Costs Total</b>					<b>\$ 43,209.94</b>
Equipment Rented	4483	10/1/2020	CHK	Konica Minolta Business Solutions	\$ 764.77
Equipment Rented	4512	10/22/2020	CHK	United Rentals	\$ 6,157.10
<b>Equipment Rented Total</b>					<b>\$ 6,921.87</b>
Facility Repair & Maintenance	4488	10/1/2020	CHK	TNT Elevator Inc	\$ 262.00
Facility Repair & Maintenance	4516	10/22/2020	CHK	Heating Air Conditioning Services	\$ 707.32
Facility Repair & Maintenance	4526	10/29/2020	CHK	Heating Air Conditioning Services	\$ 177.93
Facility Repair & Maintenance	EFT03600	10/8/2020	CHK	RivCo Mechanical Services	\$ 1,867.02
Facility Repair & Maintenance	EFT03601	10/8/2020	CHK	Riverside Cleaning	\$ 1,600.00

**Santa Ana Watershed Project Authority**  
**Check Detail**  
**Oct-20**

Category	Check #	Check Date	Type	Vendor	Check Amount
Facility Repair & Maintenance	EFT03602	10/15/2020	CHK	Western Exterminator Co.	\$ 123.00
Facility Repair & Maintenance	EFT03622	10/22/2020	CHK	RivCo Mechanical Services	\$ 987.00
<b>Facility Repair &amp; Maintenance Total</b>					<b>\$ 5,724.27</b>
Insurance Expense	4501	10/8/2020	CHK	Zenith Insurance Company	\$ 8,366.00
<b>Insurance Expense Total</b>					<b>\$ 8,366.00</b>
Lab Costs	EFT03589	10/1/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 676.00
Lab Costs	EFT03597	10/8/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 2,277.00
Lab Costs	EFT03603	10/15/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 576.00
Lab Costs	EFT03616	10/22/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 1,799.00
Lab Costs	EFT03629	10/29/2020	CHK	E. S. Babcock & Sons, Inc.	\$ 584.00
<b>Lab Costs Total</b>					<b>\$ 5,912.00</b>
Landscape Maintenance	* EFT03591	10/1/2020	VOID	Sims Tree Health Specialists	\$ -
Landscape Maintenance	EFT03599	10/8/2020	CHK	Sims Tree Health Specialists	\$ 1,160.00
Landscape Maintenance	EFT03604	10/15/2020	CHK	Green Meadows Landscape	\$ 690.00
<b>Landscape Maintenance Total</b>					<b>\$ 1,850.00</b>
Legal	EFT03608	10/15/2020	CHK	Lagerlof, LLP	\$ 11,258.50
Legal	EFT03627	10/22/2020	CHK	Lagerlof, LLP	\$ 11,715.00
<b>Legal Total</b>					<b>\$ 22,973.50</b>
Materials & Supplies	EFT03607	10/15/2020	CHK	KH Metals and Supply	\$ 156.55
<b>Materials &amp; Supplies Total</b>					<b>\$ 156.55</b>
Office Expense	4495	10/8/2020	CHK	Konica Minolta Business Solutions	\$ 508.37
Office Expense	4498	10/8/2020	CHK	Staples Business Advantage	\$ 8,271.55
Office Expense	4504	10/22/2020	CHK	Aramark Corporation Refreshments	\$ 121.74
Office Expense	EFT03605	10/15/2020	CHK	Iron Mountain	\$ 216.25
Office Expense	EFT03619	10/22/2020	CHK	Accent Computer Solutions Inc	\$ 1,361.69
<b>Office Expense Total</b>					<b>\$ 10,479.60</b>
Other Contract Services	4500	10/8/2020	CHK	Project Partners	\$ 4,015.00
Other Contract Services	4505	10/22/2020	CHK	Big Bear Area Regional Waste Water	\$ 27,063.14
Other Contract Services	4525	10/29/2020	CHK	Project Partners	\$ 5,005.00
Other Contract Services	EFT03593	10/1/2020	CHK	World Language Communication	\$ 988.56
Other Contract Services	EFT03595	10/8/2020	CHK	Western Municipal Water District	\$ 1,460.04
Other Contract Services	EFT03614	10/22/2020	CHK	Water Education Foundation	\$ 26,141.42
Other Contract Services	EFT03621	10/22/2020	CHK	Local Government Commission	\$ 35,497.61
Other Contract Services	EFT03623	10/22/2020	CHK	University Enterprises Corporation	\$ 58,175.68
Other Contract Services	EFT03624	10/22/2020	CHK	California Rural Water Association	\$ 235,147.09
Other Contract Services	EFT03625	10/22/2020	CHK	Soboba Band of Luiseno Indians	\$ 91,308.08
Other Contract Services	EFT03626	10/22/2020	CHK	GEI Consultants	\$ 23,482.10
<b>Other Contract Services Total</b>					<b>\$ 508,283.72</b>
Payroll	WDL000005229	10/9/2020	WDL	Direct Deposit 10/9/2020	\$ 78,546.07
Payroll	WDL000005231	10/9/2020	WDL	PR Tax - State Arizona	\$ 220.34
Payroll	WDL000005232	10/9/2020	WDL	PR Tax - Federal	\$ 28,092.46
Payroll	WDL000005233	10/9/2020	WDL	PR Tax - State	\$ 6,260.83
Payroll	WDL000005235	10/15/2020	WDL	PR Tax - State	\$ 123.21
Payroll	WDL000005238	10/23/2020	WDL	Direct Deposit 10/23/2020	\$ 86,424.97
Payroll	WDL000005239	10/23/2020	WDL	PR Tax - Federal	\$ 29,381.56
Payroll	WDL000005240	10/23/2020	WDL	PR Tax - State	\$ 6,900.33
Payroll	WDL000005241	10/23/2020	WDL	PR Tax - State AZ	\$ 110.17
Payroll	WDL000005248	10/14/2020	WDL	Arizona Unemployment Tax	\$ 0.01
Payroll	WDL000005249	10/23/2020	WDL	PR Tax - State	\$ 81.59
Payroll	WDL000005259	10/15/2020	WDL	PR Tax - State AZ	\$ 0.01
<b>Payroll Total</b>					<b>\$ 236,141.55</b>
Safety	EFT03596	10/8/2020	CHK	Underground Service Alert	\$ 313.83
Safety	EFT03628	10/29/2020	CHK	Calolympic Safety	\$ 314.50
<b>Safety Total</b>					<b>\$ 628.33</b>
Security	4510	10/22/2020	CHK	SafeT	\$ 350.55
<b>Security Total</b>					<b>\$ 350.55</b>
Shipping/Postage	4494	10/8/2020	CHK	General Logistics Systems US	\$ 13.54
Shipping/Postage	4519	10/29/2020	CHK	General Logistics Systems US	\$ 28.32
<b>Shipping/Postage Total</b>					<b>\$ 41.86</b>
Software	4503	10/15/2020	CHK	Aatrix Software, Inc.	\$ 399.95
Software	EFT03619	10/22/2020	CHK	Accent Computer Solutions Inc	\$ 1,502.84
<b>Software Total</b>					<b>\$ 1,902.79</b>

**Santa Ana Watershed Project Authority**  
**Check Detail**  
**Oct-20**

Category	Check #	Check Date	Type	Vendor	Check Amount
Utilities	4484	10/1/2020	CHK	AT&T	\$ 1,018.26
Utilities	4485	10/1/2020	CHK	AT&T	\$ 825.94
Utilities	4486	10/1/2020	CHK	AT&T	\$ 199.81
Utilities	4487	10/1/2020	CHK	Southern California Edison	\$ 16.54
Utilities	4489	10/1/2020	CHK	Verizon Wireless	\$ 271.10
Utilities	4490	10/1/2020	CHK	Verizon Wireless	\$ 130.61
Utilities	4491	10/1/2020	CHK	Verizon Wireless	\$ 1,244.64
Utilities	4492	10/8/2020	CHK	Riverside, City of	\$ 255.65
Utilities	4493	10/8/2020	CHK	Riverside, City of	\$ 2,914.58
Utilities	4497	10/8/2020	CHK	Southern California Edison	\$ 117.10
Utilities	4499	10/8/2020	CHK	Burrtec Waste Industries Inc	\$ 83.92
Utilities	4506	10/22/2020	CHK	AT&T	\$ 978.34
Utilities	4518	10/22/2020	CHK	DIRECTV	\$ 69.99
Utilities	4521	10/29/2020	CHK	AT&T	\$ 1,018.26
Utilities	4522	10/29/2020	CHK	AT&T	\$ 828.75
Utilities	4523	10/29/2020	CHK	AT&T	\$ 196.30
Utilities	4527	10/29/2020	CHK	Verizon Wireless	\$ 1,390.49
Utilities	4528	10/29/2020	CHK	Verizon Wireless	\$ 130.61
Utilities	4529	10/29/2020	CHK	Verizon Wireless	\$ 271.30
<b>Utilities Total</b>					<b>\$ 11,962.19</b>

**Grand Total**

**\$ 1,116,484.70**

	Accounts Payable	
Checks	\$ 806,236.93	
Wire Transfers	\$ 68,326.32	
	\$ 874,563.25	

Take Care	\$ 5,779.90
Other	\$ -
Payroll	\$ 236,141.55
	<b>\$ 1,116,484.70</b>

Total Disbursements for October 2020

Santa Ana Watershed Project Authority  
 Consulting  
 Oct-20

Check #	Check Date	Task #	Task Description	Vendor Name	Total Contract	Check Amount	Remaining Contract Amount	Notes/Comments
EFT03551	9/3/2020	ACS100-15	New SALTS Server	Accent Computer Solutions	\$ 1,800.00	\$ 900.00	\$ -	
EFT03585	9/24/2020	ACS100-16	Enhanced Security Network	Accent Computer Solutions	\$ 9,936.00	\$ 828.00	\$ 6,624.00	
EFT03585	9/24/2020	ACS100-17	IT Support	Accent Computer Solutions	\$ 58,826.00	\$ 2,120.00	\$ 39,423.53	
EFT03571	9/17/2020	PO4121	Load Test for SAWPA Building	Alexander Pacific Electrical	\$ 500.00	\$ 500.00	\$ -	
4471	9/17/2020	BLAIS370-02	Grant Needs Assessment Monitoring	Blais & Associates	\$ 24,700.00	\$ 527.47	\$ 14,379.06	
EFT03569	9/17/2020	CDM386-15	Regional Bacteria Monitoring Program	CDM Smith	\$ 415,453.00	\$ 44,295.70	\$ 248,235.85	
EFT03574	9/17/2020	GEI374-01	CEQA Compliance Documentation	GEI Consultants	\$ 31,900.00	\$ 18,936.25	\$ 3,949.25	
EFT03574	9/17/2020	GEI384-01	MSAR TMDL Synoptic Study	GEI Consultants	\$ 200,000.00	\$ 5,812.30	\$ 788.75	
EFT03560	9/10/2020	INSOL100-15	Great Plains and Journyx Tech Support	Integrated Systems Solutions	\$ 4,750.00	\$ 52.50	\$ 3,791.00	
4458	9/3/2020	JRE100-01	FPPC Reporting	J. Richard Eichman	\$ 1,200.00	\$ 255.80	\$ 392.40	
EFT03565	9/10/2020	KSC384-01	MSAR Pathogen TMDL TF Regulatory Support	Kahn, Soares, & Conway	\$ 108,156.50	\$ 2,587.50	\$ 93,873.50	
EFT03565	9/10/2020	KSC374-01	Basin Monitoring Program TF Regulatory Support	Kahn, Soares, & Conway	\$ 93,293.60	\$ 3,691.50	\$ 79,459.10	
EFT03564	9/10/2020	NAWC370-01	Weather Modification Feasability Study	North American Weather Consultants	\$ 75,000.00	\$ 35,000.00	\$ 10,000.00	
EFT03561	9/10/2020	TRU240-24	BL Sampling Support	Trussell Technologies	\$ 23,590.00	\$ 1,379.30	\$ 6,450.34	
EFT03582	9/24/2020	WCA100-03-03	State Legislative Consulting Services	West Coast Advisors	\$ 235,000.00	\$ 9,750.00	\$ 20,500.00	
					<b>\$ 126,636.32</b>			



**COMMISSION MEMORANDUM NO. 2020.80**

**DATE:** December 15, 2020  
**TO:** SAWPA Commission  
**SUBJECT:** Inter-Fund Borrowing – October 2020  
**PREPARED BY:** Karen Williams, DGM/CFO

**RECOMMENDATION**

It is recommended that the Commission receive and file the informational report on short-term, cash-flow inter-fund borrowing.

**DISCUSSION**

On December 13, 2005, the Commission approved Resolution No. 452, Inter-Fund and Inter-Project Loan Policy. Staff was directed to bring back an accounting of the loans each month for review when the total exceeded \$250,000 in aggregate.

The following projects, with negative cash flow, are listed below with the amounts borrowed from SAWPA General Fund Reserves in October 2020. The total amount borrowed is over the aggregate \$250,000 amount recommended in Resolution No. 452, Inter-Fund and Inter-Project Loan Policy. The Commission has requested that this item be brought back each month as an informational item when the loan amount is over the \$250,000 aggregate amount.

Fund	Fund Name	09/30/2020 Balance	Loan Receipts	New Charges	09/30/2020 Balance
130	Proposition 84 Admin R1	\$45,134.26	(\$0.00)	\$0.00	\$45,134.26
135	Proposition 84 Admin R2	94,111.66	(0.00)	1,927.32	96,038.98
140	Proposition 84 Admin R3	69,970.40	(0.00)	3,993.17	73,963.57
145	Proposition 84 Admin R4	156,210.42	(0.00)	16,832.25	173,042.67
150	Proposition 1 – Admin	30,298.39	(0.00)	3,241.82	33,540.21
398	Proposition 1 – DACI Grant	180,542.16	(613,561.18)	528,352.07	95,333.05
477	LESJWA Administration	21,294.77	(22,625.86)	18,332.43	17,001.34
504	Prop 84 – Round I&II	50,000.00	(0.00)	0.00	50,000.00
504	Prop 84 - Drought Projects	122,979.41	(0.00)	0.00	122,979.41
	<b>Total Funds Borrowed</b>	<b>\$670,541.47</b>	<b>(\$636,187.04)</b>	<b>\$572,679.06</b>	<b>\$607,033.49</b>
	General Fund Reserves Balance		\$2,574,238.32		
	Less Amount Borrowed		<u>607,033.49</u>		
	Balance of General Fund Reserves		<u>\$1,967,204.83</u>		

The following table lists each fund that has a negative cash flow, the source of funding for the fund, how often the fund is billed, and the projected rate of payment for the fund.

**NEGATIVE CASH-FLOW FUNDS**

<b>Fund No.</b>	<b>Source of Funding</b>	<b>Billing Frequency</b>	<b>Projected Payment Time</b>
130,135,140, 145 – Proposition 84 Admin	DWR – Prop 84 Grant	Monthly/Quarterly	Up to 4 months
398 – Proposition 1 – DACI Grant	DWR – Prop 1 Grant	Monthly	Up to 4 months
477 – LESJWA Admin	Reimbursement from LESJWA	Monthly	2 to 4 weeks
504 - Proposition 84 Drought Projects	DWR – Prop 84 Grant	Monthly	Up to 4 months
504 – Proposition 84 SARCCUP Projects	DWR – Prop 84 Grant	Monthly/Quarterly	Up to 4 months

**Fund 130**

The outstanding balance of the funds due from DWR is the mandatory 10% retention from each invoice billed. Retention funds will not be released until the Proposition 84 Round I contract is completed. Retention should be released within the next few months.

**Fund 135**

This fund is for the administration of Proposition 84 Round II grant funds. These funds will be billed quarterly and 10% will be withheld for retention.

**Fund 140**

This fund is for the administration of Proposition 84 Drought Round grant funds. These funds will be billed monthly and 10% will be withheld for retention.

**Fund 145**

This fund is for the administration of Proposition 84 Round 2015 grant funds. These funds will be billed quarterly and 10% will be withheld for retention.

**Fund 150**

This fund is for the administration of Proposition 1 grant funds. Once the contract has been signed by DWR these funds will be billed quarterly and 10% will be withheld for retention.

**Fund 398**

This fund is for the Proposition 1 DACI grant project. These funds will be billed monthly and 10% will be withheld for retention.

**Fund 477**

Each month LESJWA is billed the cost for administering the JPA. Once the bill is received, LESJWA submits payment within two weeks.

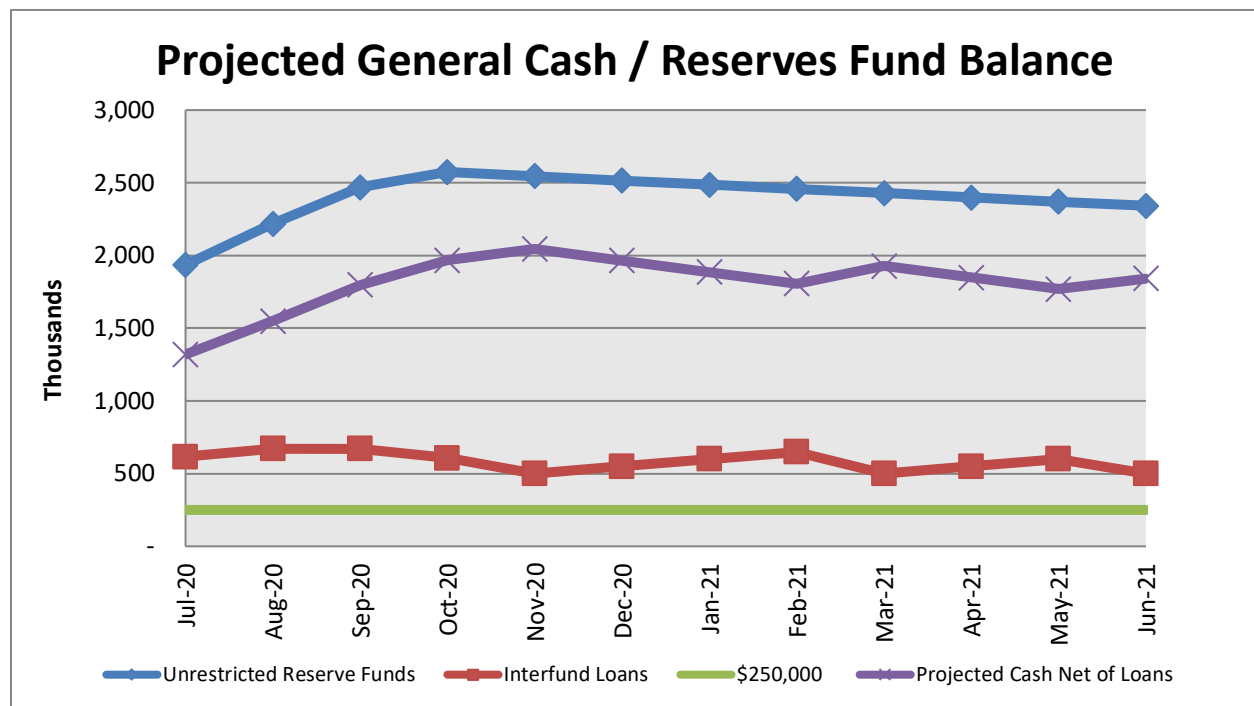
**Fund 504**

This fund is for the implementation of drought related projects and SARCCUP projects which are administered through PA22 and PA23.

The following graph shows the total budget, total project costs to date, and the amount remaining on each grant.

Fund	Fund Name	Total Budget	Costs Through 10/31/2020	Remaining Grant Budget
130	Proposition 84 Admin R1	\$660,004	(\$571,491)	\$88,513
135	Proposition 84 Admin R2	627,405	(584,690)	42,714
140	Proposition 84 Admin R3	887,860	(862,943)	24,917
145	Proposition 84 Admin R4	3,213,384	(851,566)	2,361,818
150	Proposition 1 Admin	TBD	(33,540)	TBD
398	Proposition 1 – DACI Grant	6,300,000	(4,689,023)	1,610,977
504	Prop 84 - Drought Projects	5,547,816	(3,482,114)	2,065,702
504	Prop 84 – 2015 Round (SARCCUP)	1,543,810	(609,673)	934,137
Totals		\$18,780,279	(\$11,685,040)	\$7,128,778

The following graph shows projected inter-fund loan balances, total unrestricted General Fund Reserves available for loans, and projected cash net of loans through June 2021. The projected loan balance is expected to remain over the \$250,000 aggregate limit through June 2021 because of Proposition 1 and 84 grants but can be covered by General Fund Reserves without a major impact on cash flow.



**RESOURCE IMPACTS**

The funds borrowed from the General Fund Reserves will be paid back with interest when the funding is received. Interfund loans for grants are not charged interest unless the grant contracts specifically states that interest is eligible for reimbursement. There is sufficient cash available to cover proposed borrowings and to pay budgeted expenditures for the General Fund.

Attachments:

1. Resolution No. 452 | Amending the Inter-Fund, Inter-Project and Inter-Agency Loan Policy

## RESOLUTION NO. 452

### **A RESOLUTION OF THE COMMISSION OF THE SANTA ANA WATERSHED PROJECT AUTHORITY AMENDING THE INTER-FUND, INTER-PROJECT AND INTER-AGENCY LOAN POLICY**

**WHEREAS**, the Commission of the Santa Ana Watershed Project Authority (hereafter "SAWPA") previously adopted, by minute action taken on August 3, 1996, an "Inter-Fund/Inter-Project Loan Policy" to regulate loans from one SAWPA Fund or Project to another SAWPA Fund or Project; and

**WHEREAS**, the Commission desires to amend the "Inter-Fund Fund/Project Loan Policy" by formally adopting such Policy, by way of this Resolution, regulating how and in what manner such inter-fund or inter-project loans are to take place and mandating that all such loans require Commission approval in advance as contemplated by the policy adopted on August 3, 1996.

**NOW, THEREFORE, BE IT RESOLVED** that the Commission of the Santa Ana Watershed Project Authority hereby amends the following Loan Policy for any loan from one SAWPA Fund or Project to another SAWPA Fund or Project:

1. Loans from any SAWPA Fund or Project to another SAWPA Fund, Project or another public agency shall be approved in advance by the SAWPA Commission. The approval shall be in written format and include documentation of the specifics of the transaction. The approval shall include a finding that the loan will not expose the lending SAWPA Fund or Project to significant financial or operational risk.
2. Unless otherwise provided for by the Commission, the borrowing Fund, Project or public agency shall be required to repay the loan within a specific period of time and at a rate of interest as determined by the Commission. For the purposes of this policy, SAWPA's calculated quarterly rate of return may be used as the basis for interest payable on the outstanding principal for any loan. The period for repayment of the loan shall be determined by the Commission, but shall be no longer than the life of the lending Fund or Project.
3. The borrowing Fund's, Project's or public agency's repayment source shall be identified and included in the approval action by the Commission and the "loan documentation". The "loan documentation" shall include a written agreement, resolution or other document approved by the Commission setting forth all of the foregoing terms and conditions.

4. Loans to reimbursable SAWPA grant contract projects and related efforts for short-term (i.e., current fiscal year) operating cash flow purposes may be borrowed from the SAWPA General Fund Reserve without prior Commission approval. But all such loans shall be reported to the Commission within 30 days of each such loan. Such loans shall be paid off on a continuous basis. The total funds loaned for all such grant contract projects and related efforts shall not exceed \$250,000.00 in the aggregate for each fiscal year, without prior written approval by the Commission. Payment of interest will be based on the actual interest that would have been earned by the SAWPA General Fund Reserve had those funds not been borrowed. Cash flow and receivables will be reported at least quarterly to forecast needs and demonstrate compliance.
5. Prior to June 30<sup>th</sup> of each year, staff shall provide to the Commission an annual written report of all such Inter-fund, Inter-project or Inter-agency loans, amounts repaid and any outstanding loan balances.

**ADOPTED** this 13th day of December 2005.

SANTA ANA WATERSHED PROJECT AUTHORITY

By: *Mark W. Bulot*  
Mark Bulot, Chair



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## COMMISSION MEMORANDUM NO. 2020.81

**DATE:** December 15, 2020  
**TO:** SAWPA Commission  
**SUBJECT:** Performance Indicators and Financial Reporting – October 2020  
**PREPARED BY:** Karen Williams, DGM/CFO

### RECOMMENDATION

It is recommended that the Commission receive and file staff's report.

### DISCUSSION

The attached reports have been developed to keep the Commission informed as to SAWPA's business and budget performance. These reports are categorized into the following groups: financial reporting, cash and investments, and performance indicators. They are explained in detail below. As new reports are developed, they will be added for the Commission's review.

#### Financial Reporting

Balance Sheet by Fund Type	Lists total assets, liabilities, and equity by fund type for a given period.
Revenue & Expense by Fund Type	Lists total revenue and expenses by fund type for a given period.
Receivables Management	Shows total outstanding accounts receivable by age.
Open Task Order Schedule	Shows SAWPA's total outstanding obligation for open task orders.
List of SAWPA Funds	Shows each SAWPA Fund with the fund description and fund group.
Debt Service Funding Analysis	Shows total annual income by source used to make debt service payments through debt maturity at FYE 2048.
Debt Service Payment Schedule	Shows total debt service interest and principal payments through debt maturity at FYE 2048.

#### Cash and Investments

Total Cash and Investments (chart)	Shows the changes in cash and investments balance for the last twelve months.
Cash Balance & Source of Funds	Shows total cash and investments for all SAWPA funds and the types of investments held for each fund.
Cash & Investments (pie chart)	Shows total cash and investments for all SAWPA funds and the percentage of each investment type.
Reserve Account Analysis	Shows changes to each reserve account for the year and projected ending balance for each.
Twelve Month Security Schedule (chart)	Shows the maturity dates for securities held and percentage of securities in each category.

Treasurer's Report	Shows book and market value for both Treasury strips and securities held by the Agency.
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**Performance Indicators**

Average Daily Flow by Month	Shows total flow in the Brine Line System by month compared to total treatment capacity owned. This is an indicator of the available capacity in the line. As we add yearly flows, it will show trends in flow throughout the year.
Summary of Labor Multipliers	Summarizes the information generated from the following two reports and compares the actual benefit and Indirect Cost Allocation rates to the total budgeted rates.
General Fund Costs	Lists total Fund No. 100 costs to date and the amount of those costs recovered through the Indirect Cost Allocation and member contributions.
Benefit Summary	Lists total employee benefit costs actual to budget and projects them through the end of the year. This report compares how the actual benefit rate compares to the budgeted rate.
Labor Hours Budget vs. Actual	Shows total budgeted hours for each project and compares them to the actual hours charged to each.

**RESOURCE IMPACTS**

Staff expects minimal impacts to SAWPA or its member agencies related to this effort.

Attachments:

- |                                       |   |
|---------------------------------------|---|
| 1. Balance Sheet by Fund Type         | 10. Reserve Account Analysis                    |
| 2. Revenue & Expense by Fund Type     | 11. Twelve-Month Maturity Schedule - Securities |
| 3. Accounts Receivable Aging Report   | 12. Treasurer's Report                          |
| 4. Open Task Order Schedule           | 13. Average Daily Flow by Month                 |
| 5. List of SAWPA Funds                | 14. Summary of Labor Multipliers                |
| 6. Debt Service Funding Analysis      | 15. General Fund Costs                          |
| 7. Debt Service Payment Schedule      | 16. Benefits                                    |
| 8. Total Cash and Investments (chart) | 17. Labor Hours Budgeted vs. Actual             |
| 9. Cash Balance & Source of Funds     |   |



Santa Ana Watershed Project Authority  
Balance Sheet by Fund Type  
For the Three Months Ending Wednesday, September 30, 2020

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
<b>Assets</b>						
<b>Current Assets</b>						
Cash and Investments	\$3,138,458.69	\$51,926,980.07	(\$76,628.66)	\$1,234,655.30	\$2,929,593.32	\$59,153,058.72
Accounts Receivable	(50.00)	1,975,516.11	0.00	9,331,307.46	85,884.86	11,392,658.43
Prepays and Deposits	55,349.00	110,776.94	0.00	0.00	0.00	166,125.94
<b>Total Current Assets</b>	<u>3,193,757.69</u>	<u>54,013,273.12</u>	<u>(76,628.66)</u>	<u>10,565,962.76</u>	<u>3,015,478.18</u>	<u>70,711,843.09</u>
<b>Fixed Assets</b>						
Property, Plant & Equipment						
less accum depreciation	1,510,345.98	79,932,935.95	0.00	0.00	0.00	81,443,281.93
Work In Process	0.00	0.00	389,473.60	0.00	0.00	389,473.60
<b>Total fixed assets</b>	<u>1,510,345.98</u>	<u>79,932,935.95</u>	<u>389,473.60</u>	<u>0.00</u>	<u>0.00</u>	<u>81,832,755.53</u>
<b>Other Assets</b>						
Wastewater treatment/disposal						
rights, net of amortization	0.00	24,331,755.93	0.00	0.00	0.00	24,331,755.93
Inventory - Mitigation Credits	0.00	0.00	0.00	0.00	1,910,560.00	1,910,560.00
<b>Total Other Assets</b>	<u>0.00</u>	<u>24,331,755.93</u>	<u>0.00</u>	<u>0.00</u>	<u>1,910,560.00</u>	<u>26,242,315.93</u>
<b>Total Assets</b>	<u><u>\$4,704,103.67</u></u>	<u><u>\$158,277,965.00</u></u>	<u><u>\$312,844.94</u></u>	<u><u>\$10,565,962.76</u></u>	<u><u>\$4,926,038.18</u></u>	<u><u>\$178,786,914.55</u></u>
<b>Liabilities and Fund Equity</b>						
<b>Current Liabilities</b>						
Accounts Payable/Accrued Expenses	\$891,357.65	\$713,990.01	\$117,157.29	\$8,142,631.95	\$76,881.28	\$9,942,018.18
Accrued Interest Payable	0.00	256,047.75	0.00	0.00	0.00	256,047.75
Customer Deposits	0.00	20,354.22	0.00	0.00	466,361.33	486,715.55
<b>Noncurrent Liabilities</b>						
Long-term Debt	4,584,538.00	26,612,678.17	0.00	0.00	0.00	31,197,216.17
Deferred Revenue	0.00	65,188,825.50	0.00	0.00	0.00	65,188,825.50
<b>Total Liabilities</b>	<u>5,475,895.65</u>	<u>92,791,895.65</u>	<u>117,157.29</u>	<u>8,142,631.95</u>	<u>543,242.61</u>	<u>107,070,823.15</u>
<b>Fund Equity</b>						
Contributed Capital	0.00	20,920,507.03	0.00	0.00	0.00	20,920,507.03
Retained Earnings	2,505,211.67	44,631,429.36	389,473.60	1,337,714.59	3,540,774.67	52,404,603.89
Revenue Over/Under Expenditures	(3,277,003.65)	(65,867.04)	(193,785.95)	1,085,616.22	842,020.90	(1,609,019.52)
<b>Total Fund Equity</b>	<u>(771,791.98)</u>	<u>65,486,069.35</u>	<u>195,687.65</u>	<u>2,423,330.81</u>	<u>4,382,795.57</u>	<u>71,716,091.40</u>
<b>Total Liabilities &amp; Fund Equity</b>	<u><u>\$4,704,103.67</u></u>	<u><u>\$158,277,965.00</u></u>	<u><u>\$312,844.94</u></u>	<u><u>\$10,565,962.76</u></u>	<u><u>\$4,926,038.18</u></u>	<u><u>\$178,786,914.55</u></u>

**Santa Ana Watershed Project Authority**  
**Revenue & Expenses by Fund Type**  
**For the Three Months Ending Wednesday, September 30, 2020**

	General Fund	Brine Line Enterprise	Capital Projects	OWOW Projects	Roundtable Projects	Fund Totals
<b>Operating Revenue</b>						
Discharge Fees	\$0.00	\$2,835,472.22	\$0.00	\$0.00	\$0.00	\$2,835,472.22
Grant Proceeds	0.00	0.00	0.00	(1,113,966.39)	0.00	(1,113,966.39)
Financing Proceeds	0.00	0.00	0.00	0.00	61,703.68	61,703.68
Total Operating Revenue	0.00	2,835,472.22	0.00	(1,113,966.39)	61,703.68	1,783,209.51
<b>Operating Expenses</b>						
Labor	386,978.35	314,825.43	24,031.36	124,272.57	41,970.00	892,077.71
Benefits	129,650.65	142,615.92	10,886.21	56,295.47	19,012.41	358,460.66
Indirect Costs	0.00	474,756.72	36,239.30	187,403.06	63,290.75	761,689.83
Education & Training	7,754.28	0.00	0.00	0.00	0.00	7,754.28
Consulting & Professional Services	93,508.80	28,416.86	43,122.43	281,450.70	201,598.62	648,097.41
Operating Costs	705.45	696,692.21	0.00	0.00	0.00	697,397.66
Repair & Maintenance	14,005.99	3,017.10	0.00	0.00	0.00	17,023.09
Phone & Utilities	25,492.98	2,844.44	0.00	0.00	0.00	28,337.42
Equipment & Computers	73,234.61	36,055.52	0.00	0.00	0.00	109,290.13
Meeting & Travel	350.00	0.00	0.00	75.00	0.00	425.00
Other Administrative Costs	62,414.84	21,972.35	356.80	195.00	10,050.00	94,988.99
Indirect Costs Applied	(761,689.83)	0.00	0.00	0.00	0.00	(761,689.83)
Other Expenses	16,087.71	44,748.81	79,149.85	0.00	0.00	139,986.37
Construction	0.00	0.00	0.00	(1,482,392.01)	0.00	(1,482,392.01)
Total Operating Expenses	48,493.83	1,765,945.36	193,785.95	(832,700.21)	335,921.78	1,511,446.71
Operating Income (Loss)	(48,493.83)	1,069,526.86	(193,785.95)	(281,266.18)	(274,218.10)	271,762.80
<b>Nonoperating Income (Expense)</b>						
Member Contributions	680,340.00	0.00	0.00	830,000.00	20,000.00	1,530,340.00
Other Agency Contributions	0.00	0.00	0.00	536,882.40	1,096,239.00	1,633,121.40
Interest Income	0.00	(201,750.29)	0.00	0.00	0.00	(201,750.29)
Interest Expense - Debt Service	0.00	(52,015.13)	0.00	0.00	0.00	(52,015.13)
Other Income	468.01	314,660.07	0.00	0.00	0.00	315,128.08
Retiree Medical Benefits	(30,377.52)	0.00	0.00	0.00	0.00	(30,377.52)
Total Nonoperating Income (Expense)	650,430.49	60,894.65	0.00	1,366,882.40	1,116,239.00	3,194,446.54
Excess Rev over (under) Exp	\$601,936.66	\$1,130,421.51	(\$193,785.95)	\$1,085,616.22	\$842,020.90	\$3,466,209.34

Aging Report  
Santa Ana Watershed Project Authority  
Receivables as of October 31, 2020

Customer Name	Project	Total	0-30 Days	31-60 Days	61 and Over
Chino Basin Desalter Authority	Brine Line	372,823.66	184,494.51	188,329.15	
Department of Water Resources	Prop 84, Prop 1	8,049,071.41		19,440.49	8,029,630.92
Eastern Municipal Water District	Brine Line	374,232.29	187,086.60	187,145.69	
Eastvale, City of	MSAR TMDL	18,484.00			18,484.00
Inland Empire Utilities Agency	Brine Line, EC	280,996.79	94,221.98	86,729.94	100,044.87
Jurupa Community Services District	EC	8,955.00			8,955.00
Rialto Bioenergy Facility, LLC	Brine Line	8,896.88	8,896.88		
Riverside , City of	EC	8,955.00			8,955.00
San Bernardino Valley Municipal Water District	Brine Line	241,343.06	122,844.11	118,498.95	
Western Municipal Water District	Brine Line	723,300.89	381,923.42	341,377.47	
Yosemite - Mariposa IRWM	Roundtable of Regions	516.46			516.46
Total Accounts Receivable		10,087,575.44	979,467.50	941,521.69	8,166,586.25

Santa Ana Watershed Project Authority  
Open Task Orders Schedule  
Oct-20  
(Reflects Invoices Received as of 11/12/20)

Task Order No. Project Contracts	Fund No.	Vendor Name	Task Description	Begin Date	End Date	Original Contract	Change Orders	Total Contract	Billed To Date	Contract Balance	SAWPA Manager	Comments
ACS100-16	100-00	Accent Computer Solutions	Enhanced Security Network	07/01/2020	06/30/2021	\$ 9,936.00	\$ -	\$ 9,936.00	\$ 4,140.00	\$ 5,796.00	Dean Unger	
ACS100-17	100-00	Accent Computer Solutions	IT Support	07/01/2020	06/30/2021	\$ 58,826.00	\$ -	\$ 58,826.00	\$ 24,325.30	\$ 34,500.70	Dean Unger	
BMA100-02	100-00	Bob Murray & Associates	GM Recruitment	10/01/2020	02/26/2021	\$ 24,900.00	\$ -	\$ 24,900.00	\$ -	\$ 24,900.00	Kelly Berry	
GG5100-01	100-00	Gladwell Governmental Services	Records Retention Schedule Update	04/21/2020	06/30/2021	\$ 8,400.00	\$ -	\$ 8,400.00	\$ 3,120.00	\$ 5,280.00	Kelly Berry	
GPA100-01	100-00	Gillis & Panichapan Architects	SAWPA Building Renovations	10/13/2020	06/30/2021	\$ 45,200.00	\$ -	\$ 45,200.00	\$ -	\$ 45,200.00	Carlos Quintero	
INSOL100-15	100-00	Integrated Systems Solutions	Great Plains and Journyx Tech Support	07/01/2020	06/30/2021	\$ 4,750.00	\$ -	\$ 4,750.00	\$ 1,088.50	\$ 3,661.50	Dean Unger	
LSGK100-08	100-00	Lagerlof, LLP	General Legal Services	07/01/2020	06/30/2021	\$ 52,327.00	\$ -	\$ 52,327.00	\$ 8,626.25	\$ 43,700.75	Rich Haller	
LSGK100-09	100-00	Lagerlof, LLP	General Legal Services	07/01/2020	06/30/2021	\$ 86,926.00	\$ -	\$ 86,926.00	\$ 38,178.75	\$ 48,747.25	Rich Haller	
TEAM100-07	100-00	Teaman, Ramirez, & Smith	Auditing Services	06/05/2018	06/30/2021	\$ 79,500.00	\$ -	\$ 79,500.00	\$ 56,888.00	\$ 22,612.00	Karen Williams	
JRE100-01	100-03	J. Richard Eichman	FPPC Reporting	01/01/2020	01/31/2021	\$ 1,200.00	\$ -	\$ 1,200.00	\$ 1,079.10	\$ 120.90	Karen Williams	
WCA100-03-03	100-03	West Coast Advisors	State Legislative Consulting	01/01/2019	12/31/2020	\$ 235,000.00	\$ -	\$ 235,000.00	\$ 224,250.00	\$ 10,750.00	Rich Haller	
WCA100-03-04	100-03	West Coast Advisors	State Legislative Consulting	09/15/2020	12/21/2022	\$ 240,000.00	\$ -	\$ 240,000.00	\$ -	\$ 240,000.00	Rich Haller	
CALV240-03	240	Calvada Surveying	BL On-Call Land Surveying Services	06/05/2018	06/30/2021	\$ 28,970.00	\$ -	\$ 28,970.00	\$ 1,500.00	\$ 27,470.00	Carlos Quintero	On-Call
WO2021-13	240	E S Babcock	Brine Line Sample Collection & Analysis	07/01/2020	06/30/2021	\$ 85,089.00	\$ -	\$ 85,089.00	\$ 18,769.00	\$ 66,320.00	Carlos Quintero	
DOW240-02	240	Downstream Services	Brine Line Pipe Cleaning Services	07/01/2020	06/30/2022	\$ 210,476.00	\$ -	\$ 210,476.00	\$ -	\$ 210,476.00	Carlos Quintero	
DOUG240-03	240	Douglas Environmental	Brine Line Flow Meter Calibration	11/02/2018	06/30/2021	\$ 25,620.00	\$ 9,000.00	\$ 34,620.00	\$ 28,206.06	\$ 6,413.94	Carlos Quintero	
DUDK240-05	240	Dudek	Brine Line Criticality Assessment	07/01/2020	02/28/2021	\$ 89,560.00	\$ -	\$ 89,560.00	\$ 20,612.50	\$ 68,947.50	David Ruhl	
HAZ240-09	240	Haz Mat Trans Inc	On-Call Draining & Emergency Clean Up	07/01/2018	06/30/2021	\$ 96,665.00	\$ -	\$ 96,665.00	\$ 2,714.01	\$ 93,950.99	Carlos Quintero	On-Call
HAZ240-10	240	Haz Mat Trans Inc	BL Debris Hauling & Disposal Services	07/01/2018	06/30/2021	\$ 34,800.00	\$ -	\$ 34,800.00	\$ 15,480.00	\$ 19,320.00	Carlos Quintero	On-Call
HOU240-04	240	Houston Harris PCS Inc	Brine Line On-Call Inspection Services	07/01/2018	06/30/2021	\$ 96,448.00	\$ -	\$ 96,448.00	\$ 35,297.30	\$ 61,150.70	Carlos Quintero	On-Call
WO2021-14	240	Inland Empire Utilities Agency	Reach 4A Upper - BL Maintenance	07/01/2020	06/30/2021	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	Carlos Quintero	
PRO240-02	240	Project Partners	Pretreatment Program Compliance Evaluation	08/24/2020	01/29/2021	\$ 28,500.00	\$ -	\$ 28,500.00	\$ 1,800.00	\$ 26,700.00	David Ruhl	
TRU240-24	240	Trussell Technologies	BL Sampling Support	09/12/2019	06/30/2021	\$ 23,590.00	\$ -	\$ 23,590.00	\$ 18,380.99	\$ 5,209.01	Carlos Quintero	
DUDK320-03-03	320	Dudek	Reach MAS 4A-180 Removal Project	03/02/2020	12/31/2020	\$ 29,960.00	\$ -	\$ 29,960.00	\$ 29,035.00	\$ 925.00	David Ruhl	
DUDK320-03-04	320	Dudek	Reach 4A & 4D MAS Rehabilitation Project	07/01/2020	06/30/2021	\$ 34,280.00	\$ -	\$ 34,280.00	\$ 6,012.50	\$ 28,267.50	David Ruhl	116
STAN320-03	320	Stantec	Alcoa Dike - Brine Line Protection/Relocation - Design	11/04/2019	12/31/2020	\$ 49,378.00	\$ 32,191.00	\$ 81,569.00	\$ 81,063.44	\$ 505.56	David Ruhl	

Santa Ana Watershed Project Authority  
Open Task Orders Schedule  
Oct-20  
(Reflects Invoices Received as of 11/12/20)

Task Order No. Project Contracts	Fund No.	Vendor Name	Task Description	Begin Date	End Date	Original Contract	Change Orders	Total Contract	Billed To Date	Contract Balance	SAWPA Manager	Comments
STAN320-04	320	Stantec	Alcoa Dike - Brine Line Protection	07/01/2020	06/30/2021	\$ 31,844.00	\$ -	\$ 31,844.00	\$ 19,127.22	\$ 12,716.78	David Ruhl	
TRC320-01	320	TRC Engineers, Inc.	Brine Line Protection Above Prado Construction	08/10/2020	03/31/2021	\$ 162,118.00	\$ -	\$ 162,118.00	\$ 15,174.00	\$ 146,944.00	David Ruhl	
BLAIS370-02	370-01	Blais & Associates	Grant Needs Assessment & Grant Monitoring	10/01/2018	12/31/2020	\$ 24,700.00	\$ -	\$ 24,700.00	\$ 10,970.94	\$ 13,729.06	Ian Achimore	
NAWC370-01	370-01	North American Weather Consultants	Weather Modification Feasibility Study	01/01/2020	12/31/2020	\$ 75,000.00	\$ -	\$ 75,000.00	\$ 65,000.00	\$ 10,000.00	Mark Norton	
JMC373-02	373	JM Consultants	Roundtable of Regions Network Coordinator	07/01/2020	06/30/2021	\$ 74,990.00	\$ -	\$ 74,990.00	\$ -	\$ 74,990.00	Ian Achimore	
GEI374-01	374	GEI Consultants	CEQA Compliance Documentation	12/01/2019	12/31/2020	\$ 31,900.00	\$ -	\$ 31,900.00	\$ 27,950.75	\$ 3,949.25	Mark Norton	
KSC374-01	374	Kahn, Soares, & Conway	Basin Monitoring TF Regulatory Support	04/01/2020	06/30/2021	\$ 93,293.60	\$ -	\$ 93,293.60	\$ 14,559.00	\$ 78,734.60	Mark Norton	
RISK374-08	374	Risk Sciences	Basin Monitoring TF Regulatory Support	02/15/2019	12/31/2020	\$ 74,400.00	\$ 10,000.00	\$ 84,400.00	\$ 79,457.39	\$ 4,942.61	Mark Norton	
SAWA381-01	381	Santa Ana Watershed Association	Van Buren Bridge Sucker Restoration	09/26/2018	05/31/2021	\$ 15,130.20	\$ 5,228.00	\$ 20,358.20	\$ 9,303.20	\$ 11,055.00	Ian Achimore	
GEI384-01	384-01	GEI Consultants	MSAR TMDL Synoptic Study	07/01/2019	12/31/2020	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 199,211.25	\$ 788.75	Rick Whetsel	
KSC384-01	384-01	Kahn, Soares, & Conway	MSAR Pathogen TMDL TF Regulatory Support	04/01/2020	06/30/2021	\$ 108,156.50	\$ -	\$ 108,156.50	\$ 17,008.50	\$ 91,148.00	Mark Norton	
RISK384-09	384-01	Risk Sciences	MSAR TMDL Task Force	09/01/2018	12/31/2020	\$ 49,340.00	\$ -	\$ 49,340.00	\$ 47,565.45	\$ 1,774.55	Rick Whetsel	
CDM386-15	386	CDM Smith	Regional Bacteria Monitoring Program	04/01/2020	06/30/2021	\$ 412,633.00	\$ 2,820.00	\$ 415,453.00	\$ 202,019.17	\$ 213,433.83	Rick Whetsel	
SAWA387-06	387	Santa Ana Watershed Association	Arundo Surveying	07/17/2018	08/31/2021	\$ 23,000.00	\$ -	\$ 23,000.00	\$ 1,498.57	\$ 21,501.43	Ian Achimore	
JPW392-01	392	JPW Communications	Emerging Constituents Program Social Media Support	07/01/2020	06/30/2023	\$ 105,000.00	\$ -	\$ 105,000.00	\$ 4,580.55	\$ 100,419.45	Mark Norton	
KSC392-01	392	Kahn, Soares, & Conway	Emerging Constituents Program TF Regulatory Support	04/01/2020	06/30/2021	\$ 46,410.00	\$ -	\$ 46,410.00	\$ 586.50	\$ 45,823.50	Mark Norton	
PO3466	398	California Rural Water Association	Disadvantaged Communities Grant	07/19/2017	07/31/2021	\$ 240,000.00	\$ 1,177,938.74	\$ 1,417,938.74	\$ 680,373.99	\$ 737,564.75	Rick Whetsel	
FOX398-01	398	Fox Translation Services	On-Call Translation Services	12/17/2019	12/31/2020	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 19,092.26	\$ 907.74	Rick Whetsel	
GEI398-01	398	GEI Consultants	Homelessness Impact on Water Quality	09/24/2019	12/31/2020	\$ 74,441.00	\$ -	\$ 74,441.00	\$ 73,985.86	\$ 455.14	Rick Whetsel	
PO3463	398	Local Government Commission	Disadvantaged Communities Grant	07/19/2017	07/31/2021	\$ 442,000.00	\$ 214,352.00	\$ 656,352.00	\$ 544,124.54	\$ 112,227.46	Rick Whetsel	
PRO398-01	398	Project Partners	Disadvantaged Communities Involvement Program Support	07/01/2020	12/31/2020	\$ 33,000.00	\$ -	\$ 33,000.00	\$ 9,020.00	\$ 23,980.00	Rick Whetsel	
PO3465	398	University Enterprises Corporation	Disadvantaged Communities Grant	07/19/2017	07/31/2021	\$ 1,290,500.00	\$ -	\$ 1,290,500.00	\$ 985,503.06	\$ 304,996.94	Rick Whetsel	
PO3464	398	Water Education Foundation	Disadvantaged Communities Grant	07/19/2017	07/31/2021	\$ 150,000.00	\$ -	\$ 150,000.00	\$ 149,987.89	\$ 12.11	Rick Whetsel	
WLC398-01	398	World Language Communications	On-Call Translation Services	12/16/2019	12/31/2020	\$ 10,000.00	\$ 20,000.00	\$ 30,000.00	\$ 14,874.80	\$ 15,125.20	Rick Whetsel	
RMC504-401-07	504-04	Woodard & Curran	SARCCUP Program Mgmt. Services	07/01/2020	06/30/2021	\$ 225,005.00	\$ -	\$ 225,005.00	\$ 22,633.00	\$ 202,372.00	Ian Achimore	

## LIST OF SAWPA FUNDS

<b>Fund No.</b>	<b>Fund Description</b>	<b>Fund Group</b>
100-00	General Fund	General
100-03	State Lobbying	General
100-04	Federal Lobbying	General
100-05	Grant Applications	General
130	Proposition 84 – Program Management - Round 1	OWOW
135	Proposition 84 – Program Management – Round 2	OWOW
140	Proposition 84 – Program Management – Drought Round	OWOW
145	Proposition 84 – Program Management – 2015 Round	OWOW
150	Proposition 1 – Program Management	OWOW
240	Brine Line Enterprise	Brine Line
320-01	Brine Line Protection – Downstream Prado	Capital Projects
320-03	Brine Line Protection Above Prado	Capital Projects
320-04	Brine Line Protection D/S Prado in Riverside County	Capital Projects
327	Reach IV-D Corrosion Repair	Capital Projects
370-01	Basin Planning General	OWOW
370-02	USBR Partnership Studies	OWOW
372	Imported Water Recharge Work Group	Roundtable
373	Watershed Management (OWOW)	OWOW
374	Basin Monitoring Program Task Force	Roundtable
381	Santa Ana River Fish Conservation	Roundtable
384-01	MSAR TMDL Task Force	Roundtable
386	Regional Water Quality Monitoring Task Force	Roundtable
387	Arundo Management & Habitat Restoration	Roundtable
392	Emerging Constituents Task Force	Roundtable
397	Energy – Water DAC Grant Project	OWOW
398	Proposition 1 - DACI	OWOW
477	LESJWA Administration	Roundtable
504-01	Proposition 84 – Capital Projects Round 1 & 2	OWOW
504-00	Proposition 84 – Drought Capital Projects	OWOW
504-04	Proposition 84 – Final Round SARCCUP	OWOW

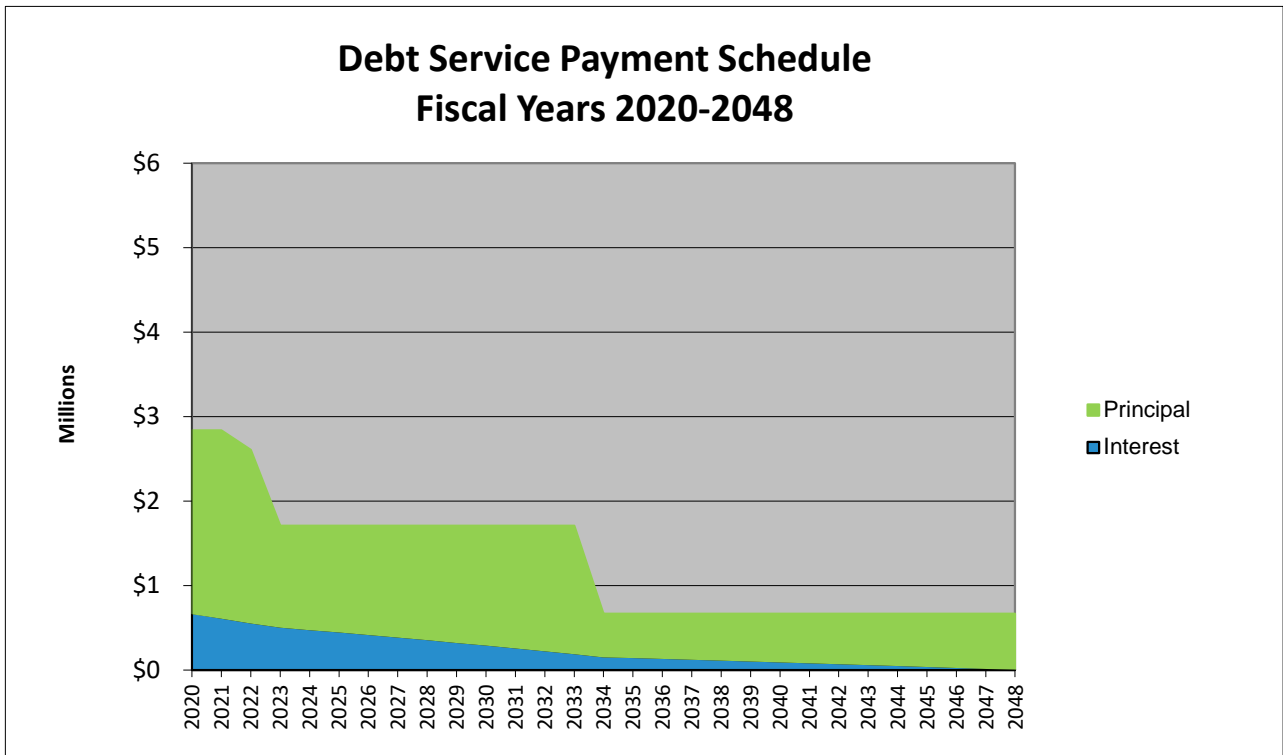
Santa Ana Watershed Project Authority  
 Brine Line Debt Service Funding Analysis  
 October 31, 2020

FYE	T-Strip Maturity	Capacity Loan Receipts	Rates	Loan Pymts	Interest Earned *	Excess Cash	Ending Cash Balance
	Beginning Balance						3,765,194
2021	-	-	1,709,476	(2,835,753)	83,461	(1,042,817)	1,679,560
2022	-	-	1,709,476	(2,608,439)	62,604	(836,359)	843,201
2023	-	-	1,709,476	(1,709,476)	45,877	45,877	889,079
2024	-	-	1,709,476	(1,709,476)	46,795	46,795	935,873
2025	-	-	1,709,476	(1,709,476)	47,731	47,731	983,604
2026	-	-	1,709,476	(1,709,476)	48,685	48,685	1,032,289
2027	-	-	1,709,476	(1,709,476)	49,659	49,659	1,081,948
2028	-	-	1,709,476	(1,709,476)	50,652	50,652	1,132,600
2029	-	-	1,709,476	(1,709,476)	51,665	51,665	1,184,266
2030	-	-	1,709,476	(1,709,476)	52,699	52,699	1,236,964
2031	-	-	1,709,476	(1,709,476)	53,752	53,752	1,290,717
2032	-	-	1,709,476	(1,709,476)	54,828	54,828	1,345,544
2033	-	-	1,709,476	(1,709,476)	55,924	55,924	1,401,468
2034	-	-	665,203	(665,203)	57,043	57,043	1,458,511
2035	-	-	665,203	(665,203)	58,183	58,183	1,516,695
2036	-	-	665,203	(665,203)	59,347	59,347	1,576,041
2037	-	-	665,203	(665,203)	60,534	60,534	1,636,576
2038	-	-	665,203	(665,203)	61,745	61,745	1,698,320
2039	-	-	665,203	(665,203)	62,980	62,980	1,761,300
2040	-	-	665,203	(665,203)	64,239	64,239	1,825,539
2041	-	-	665,203	(665,203)	65,524	65,524	1,891,063
2042	-	-	665,203	(665,203)	66,834	66,834	1,957,897
2043	-	-	665,203	(665,203)	68,171	68,171	2,026,068
2044	-	-	665,203	(665,203)	69,535	69,535	2,095,603
2045	-	-	665,203	(665,203)	70,925	70,925	2,166,528
2046	-	-	665,203	(665,203)	72,344	72,344	2,238,872
2047	-	-	665,203	(665,203)	73,791	73,791	2,312,663
2048	-	-	665,203	(665,203)	75,266	75,266	2,387,929
	-	-	32,201,222	(34,226,463)	1,690,793	(334,448)	-

\*Interest earned is based on a conservative 2.00% average return over the period

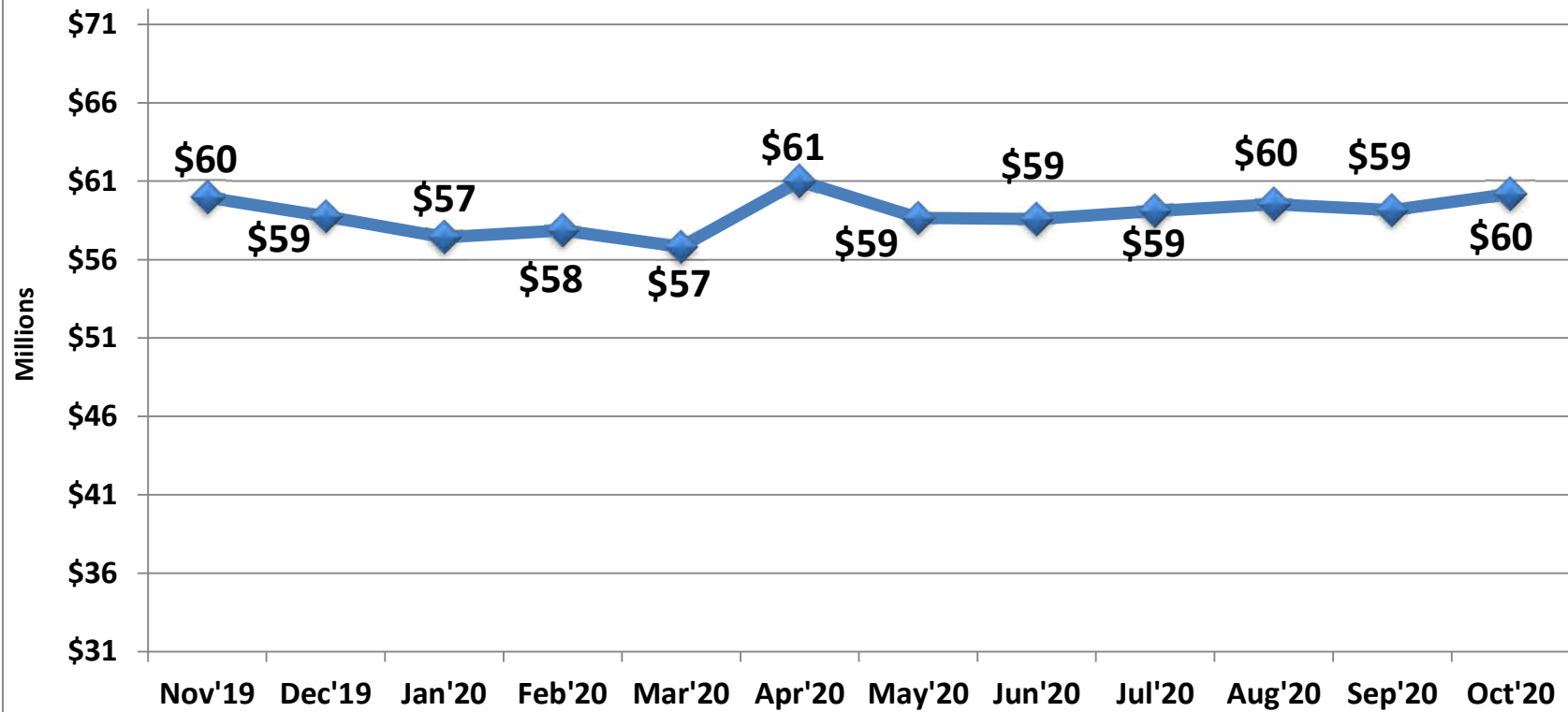
Santa Ana Watershed Project Authority  
 Brine Line Debt Service Payment Schedule  
 October 31, 2020

FYE	Interest	Principal	Total Payment	New SRF Loan	Remaining Principal
2020	675,214	2,160,539	2,835,753	-	27,686,941
2021	620,782	2,214,971	2,835,753	-	25,471,969
2022	564,959	2,043,480	2,608,439	-	23,428,489
2023	514,301	1,195,175	1,709,476	-	22,233,314
2024	486,080	1,223,395	1,709,476	-	21,009,919
2025	457,181	1,252,295	1,709,476	-	19,757,624
2026	427,585	1,281,891	1,709,476	-	18,475,734
2027	397,276	1,312,199	1,709,476	-	17,163,534
2028	366,237	1,343,239	1,709,476	-	15,820,295
2029	334,449	1,375,027	1,709,476	-	14,445,268
2030	301,894	1,407,582	1,709,476	-	13,037,686
2031	268,553	1,440,923	1,709,476	-	11,596,763
2032	234,407	1,475,068	1,709,476	-	10,121,695
2033	199,437	1,510,039	1,709,476	-	8,611,656
2034	163,621	501,581	665,203	-	8,110,075
2035	154,091	511,111	665,203	-	7,598,964
2036	144,380	520,822	665,203	-	7,078,142
2037	134,485	530,718	665,203	-	6,547,424
2038	124,401	540,801	665,203	-	6,006,622
2039	114,126	551,077	665,203	-	5,455,546
2040	103,655	561,547	665,203	-	4,893,999
2041	92,986	572,217	665,203	-	4,321,782
2042	82,114	583,089	665,203	-	3,738,693
2043	71,035	594,167	665,203	-	3,144,526
2044	59,746	605,457	665,203	-	2,539,069
2045	48,242	616,960	665,203	-	1,922,109
2046	36,520	628,682	665,203	-	1,293,427
2047	24,575	640,627	665,203	-	652,799
2048	12,403	652,799	665,203	-	0





## Total Cash & Investments





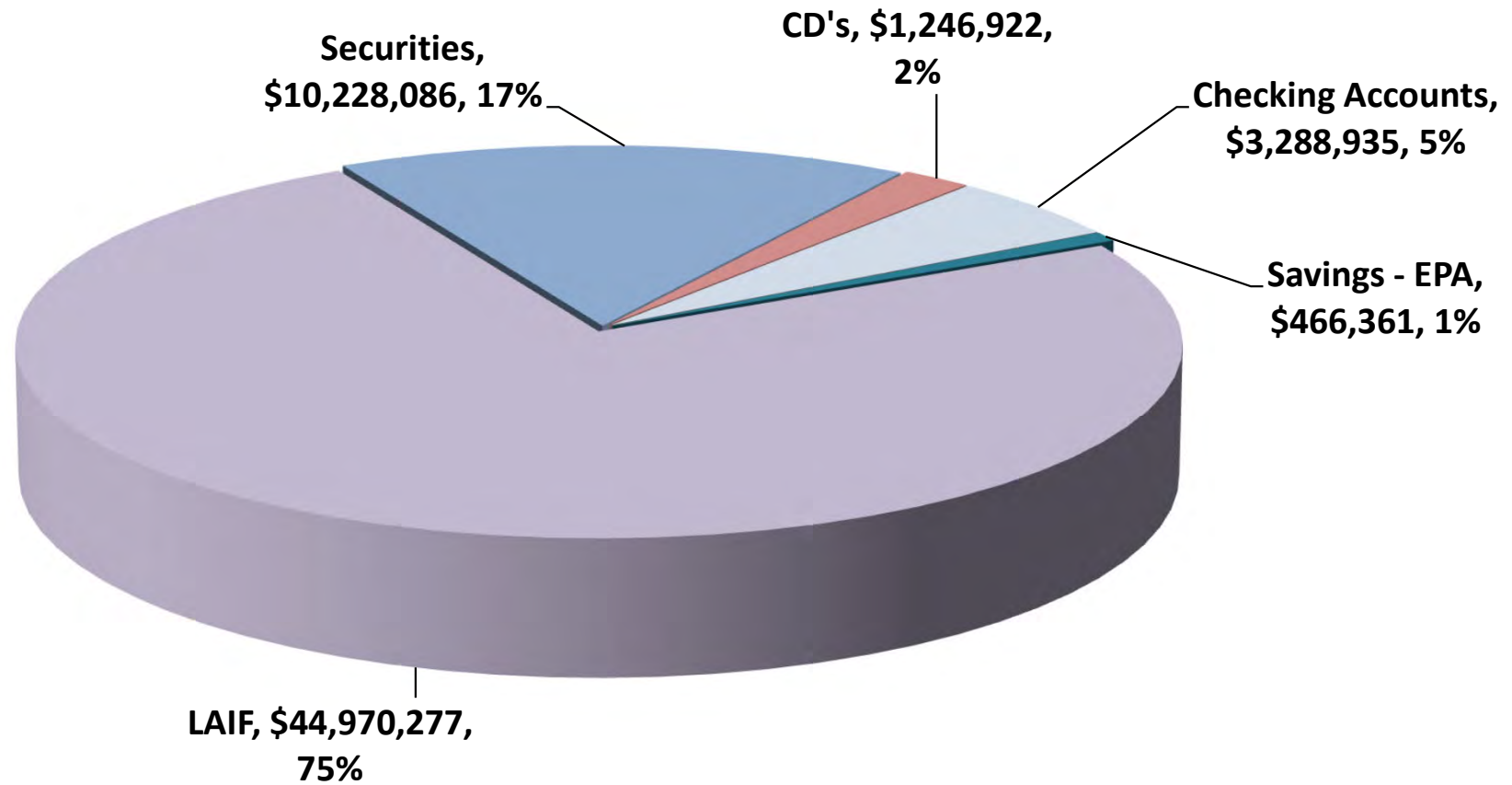
# CASH BALANCE & SOURCE OF FUNDS

*October 31, 2020*

Reserve Accounts		Cash and Investments					
	Total	Checking (Cash)	LAIF Account	Savings EPA	Investment Securities	Certificates of Deposit	Total
100	General Fund	\$ 1,967,205	1,967,205	-	-	-	\$ 1,967,205
100	Building Reserve	\$ 670,798	-	670,798	-	-	\$ 670,798
370	Basin Planning General	\$ 388,085	-	388,085	-	-	\$ 388,085
370	USBR Partnership Studies	\$ 64,001	-	64,001	-	-	\$ 64,001
373	Watershed Management Plan	\$ 655,007	-	655,007	-	-	\$ 655,007
240	Self Insurance Reserve	\$ 4,421,450	-	4,421,450	-	-	\$ 4,421,450
240	Brine Line Debt Retirement	\$ 3,370,157	-	3,370,157	-	-	\$ 3,370,157
240	Brine Line - Pipeline Replacement	\$ 21,780,057	-	10,305,049	-	10,228,086	\$ 21,780,057
240	Brine Line - OCSD Rehabilitation	\$ 3,726,858	-	3,726,858	-	-	\$ 3,726,858
240	Brine Line - Capacity Management	\$ 11,934,754	-	11,934,754	-	-	\$ 11,934,754
240	Brine Line - OCSD Future Capacity	\$ 1,827,250	-	1,827,250	-	-	\$ 1,827,250
240	Brine Line - Flow Imbalance Reserve	\$ 83,407	-	83,407	-	-	\$ 83,407
240	Brine Line - Rate Stabilization Reserve	\$ 1,023,941	-	1,023,941	-	-	\$ 1,023,941
240	Brine Line - Operating Reserve	\$ 4,276,096	1,321,730	2,954,366	-	-	\$ 4,276,096
401	Legal Defense Fund	\$ 466,361	-	-	466,361	-	\$ 466,361
374	Basin Monitoring Program TF	\$ 379,474	-	379,474	-	-	\$ 379,474
381	SAR Fish Conservation	\$ 109,595	-	109,595	-	-	\$ 109,595
384	Middle SAR TMDL TF	\$ 323,793	-	323,793	-	-	\$ 323,793
386	RWQ Monitoring TF	\$ 540,951	-	540,951	-	-	\$ 540,951
387	Mitigation Bank Credits	\$ 947,522	-	947,522	-	-	\$ 947,522
392	Emerging Constituents TF	\$ 76,819	-	76,819	-	-	\$ 76,819
504	Prop 84 - SARCCUP Projects	\$ 1,166,999	-	1,166,999	-	-	\$ 1,166,999
		\$ 60,200,580	\$ 3,288,935	\$ 44,970,277	\$ 466,361	\$ 10,228,086	\$ 60,200,580

# Cash & Investments - October 2020

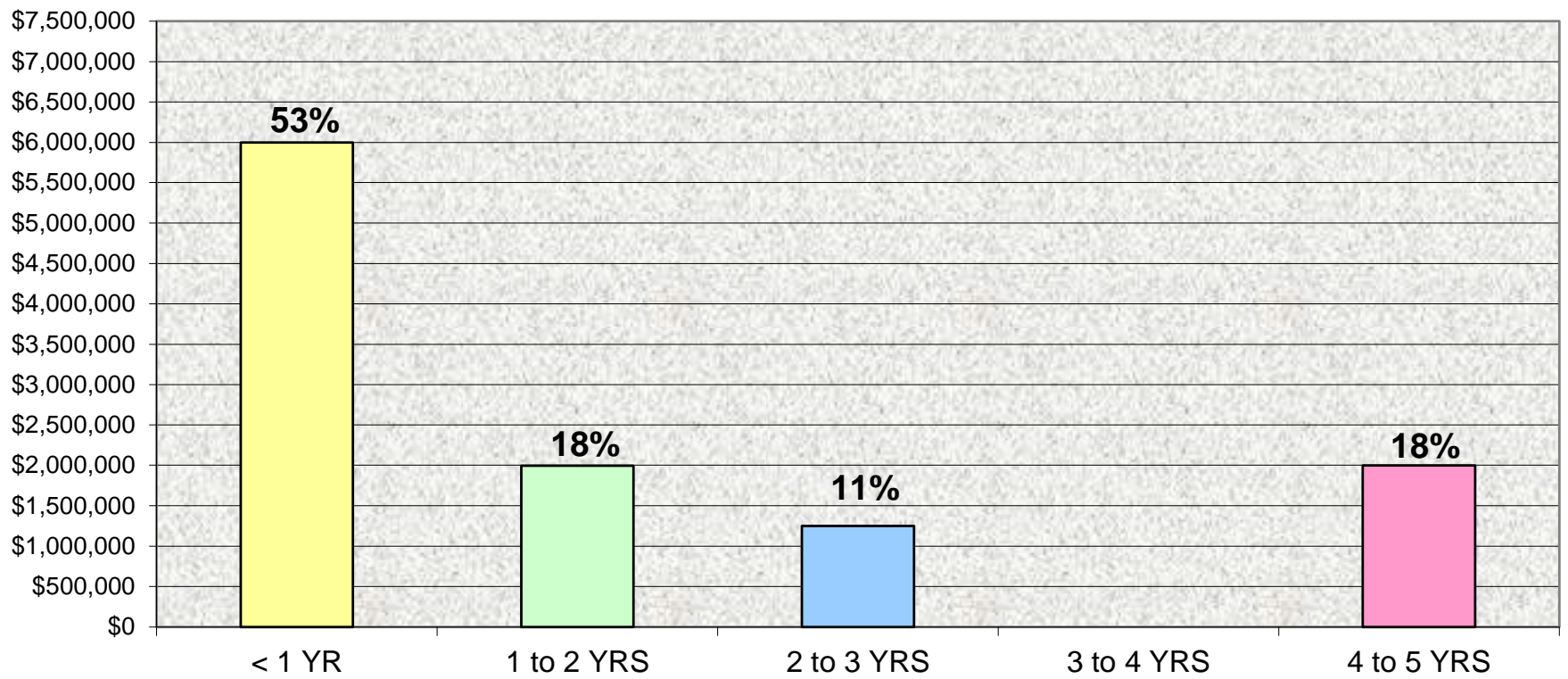
## \$60,200,580



Santa Ana Watershed Project Authority  
Reserve Account Analysis  
October 31, 2020

Reserve Account	Balance @ 6/30/2020	Interest Earned	Fund Receipts/ Contributions	Debt Service Payments	Inter-Fund Loans	Fund Expenses	Balance @ 10/31/2020	Estimated Fund Changes	Balance @ 6/30/2021
Brine Line Operating Reserve	3,856,386	23,810	4,204,098			(3,808,198)	4,276,096	-	4,276,096
Flow Imbalance Reserve	83,913	473				(979)	83,407	-	83,407
OCSD Future Capacity	1,817,199	10,051					1,827,250	-	1,827,250
Capacity Management	11,869,104	65,650					11,934,754	-	11,934,754
Rate Stabilization Reserve	1,018,308	5,632					1,023,941	-	1,023,941
Pipeline Replacement	21,146,193	72,644	754,371			(192,422)	21,780,787	(300,487)	21,480,300
OCSD Rehabilitation	3,706,357	20,500					3,726,857	-	3,726,857
Debt Retirement	3,765,194	19,261	711,979	(1,126,278)			3,370,157	(36,978)	3,333,179
Self Insurance	4,355,708	24,075	41,667				4,421,449	58,333	4,479,783
General Fund	2,086,029	13,271	685,706		(607,033)	(210,767)	1,967,205	-	1,967,205
Building Reserve	591,187	3,388	100,000			(23,776)	670,797	-	670,797
	54,295,578	258,756	6,497,821	(1,126,278)	(607,033)	(4,236,142)	55,082,703	(279,132)	54,803,571

## Twelve Month Maturity Schedule Securities

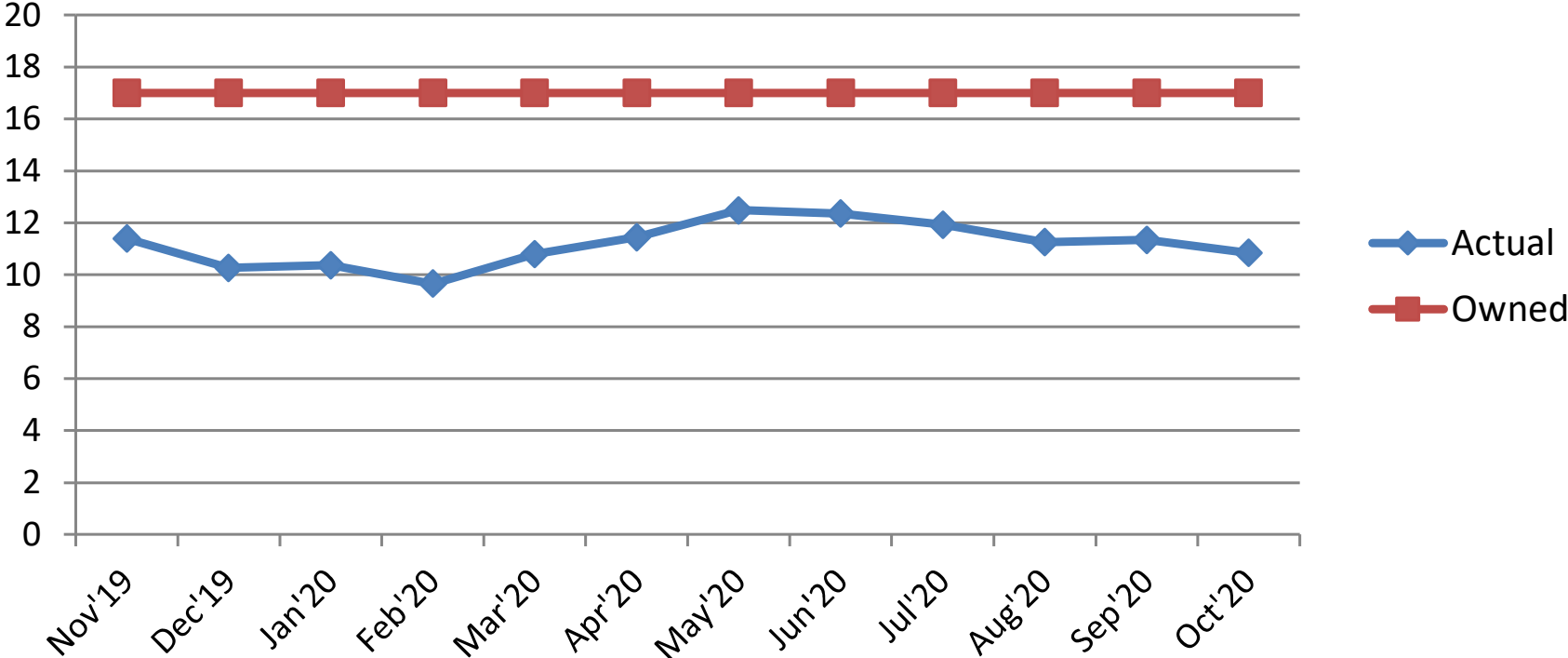


**SAWPA**  
**TREASURER'S REPORT**  
As of October 31, 2020

Investment Commercial  
Safekeeping US Bank

Type	Security	Purchase Date	Maturity Date	Unit Cost	Cost	Principal	Current Value	Market Value	Interest Rate
Agency	FHLMC	9/16/2016	8/12/2021	100.00	\$ 990,060.00	\$ 1,000,000.00	\$ 1,000,000.00	1,007,789.00	1.125%
Agency	FHLMC	4/17/2017	1/13/2022	102.55	\$ 512,767.00	\$ 500,000.00	\$ 500,000.00	513,299.00	2.375%
Agency	FHLB	12/14/2017	6/10/2022	99.89	\$ 998,930.00	\$ 1,000,000.00	\$ 1,000,000.00	1,031,330.00	2.125%
Agency	FHLB	2/4/2020	12/13/2024	106.25	\$ 531,250.00	\$ 500,000.00	\$ 500,000.00	547,303.50	2.750%
Agency	FNMA	12/28/2015	12/28/2020	100.21	\$ 1,002,140.00	\$ 1,000,000.00	\$ 1,000,000.00	1,002,937.00	1.875%
Agency	FNMA	6/16/2016	11/30/2020	101.52	\$ 1,015,157.00	\$ 1,000,000.00	\$ 1,000,000.00	1,001,152.00	1.500%
Agency	FNMA	2/4/2020	1/7/2025	101.08	\$ 505,380.00	\$ 500,000.00	\$ 500,000.00	524,837.50	1.625%
Agency	FNMA	10/30/2020	8/25/2025	99.53	\$ 995,952.00	\$ 1,000,000.00	\$ 1,000,000.00	993,524.00	0.375%
Agency	USTN	11/17/2015	10/31/2020	100.00	\$ 1,005,312.50	\$ 1,000,000.00	\$ 1,000,000.00	1,000,000.00	1.750%
Agency	USTN	6/16/2016	10/31/2020	101.12	\$ 506,914.06	\$ 500,000.00	\$ 500,000.00	500,000.00	1.375%
Agency	USTN	12/14/2017	7/31/2021	96.91	\$ 969,062.50	\$ 1,000,000.00	\$ 1,000,000.00	1,007,344.00	1.125%
CORP	Apple Inc.	10/15/2018	5/3/2023	95.98	\$ 479,898.50	\$ 500,000.00	\$ 500,000.00	526,014.50	2.400%
CORP	Toyota Motor Credit Corp.	10/15/2018	9/20/2023	99.55	\$ 497,747.50	\$ 500,000.00	\$ 500,000.00	542,934.00	3.450%
CD	American Exp Centurion	4/19/2017	4/19/2021	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,000.00	2.250%
CD	American Express BK FSB	5/10/2017	5/10/2021	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,000.00	2.200%
CD	Sallie Mae BK SLT	7/1/2019	6/27/2022	100.00	\$ 247,000.00	\$ 247,000.00	\$ 247,000.00	247,000.00	2.250%
CD	Morgan Stanley Bank NA	7/5/2019	7/5/2022	100.00	\$ 247,000.00	\$ 247,000.00	\$ 247,000.00	247,000.00	2.200%
CD	Goldman Sachs Bank USA	12/20/2017	12/20/2022	100.00	\$ 248,000.00	\$ 248,000.00	\$ 248,000.00	248,000.00	2.500%
					\$11,248,571.06	\$ 11,238,000.00	\$11,238,000.00	11,436,464.50	1.958%

# Average Daily Flow by Month





## SUMMARY OF LABOR MULTIPLIERS

		Benefit Rate
Total Employee Benefits	458,096	0.352
Total Payroll	1,299,848	
Gross Indirect Costs	1,196,223	
Less: Member Contributions & Other Revenue	(150,000)	
Indirect Costs for Distribution	1,046,223	
		Indirect Rate
Direct Labor	786,665	1.330
Indirect Costs	1,046,223	
<b>FY 2020-21 Labor multiplier - thru 10/31/20</b>		<b>1.682</b>
FY 2020-21 Budgeted Labor multiplier		<u>1.961</u>
FY 2019-20 Labor multiplier		<u>2.309</u>
FY 2018-19 Labor multiplier		<u>2.059</u>
FY 2017-18 Labor multiplier		<u>1.990</u>
FY 2016-17 Labor multiplier		<u>1.901</u>





## INDIRECT COSTS

*( to be Distributed )*

<u>G/L Acct.</u>	<u>Description</u>	<u>Actual thru</u> <u>10/31/20</u>
51000	Salaries - Regular	\$ 513,183
52000	Benefits	\$ 232,472
60111	Tuition Reimbursement	\$ -
60112	Training	\$ 6,143
60113	Education	\$ 505
60114	Other Training & Education	\$ 1,222
60120	Audit Fees	\$ 7,500
60121	Consulting	\$ 21,681
60126	Temporary Services	\$ -
60128	Other Professional Services	\$ 700
60129	Other Contract Services	\$ -
60130	Legal Fees	\$ 41,998
60133	Employment Recruitment	\$ 164
60153	Materials & Supplies	\$ -
60154	Safety	\$ 705
60155	Security	\$ 808
60156	Custodial Contract Services	\$ 6,736
60157	Landscaping Maintenance	\$ 12,830
60158	HVAC	\$ 6,364
60159	Facility Repair & Maintenance	\$ 3,661
60160	Telephone	\$ 15,867
60161	Cellular Services	\$ 3,275
60163	Electricity	\$ 7,370
60164	Water Services	\$ 3,122
60170	Equipment Expensed	\$ 9,019
60171	Equipment Rented	\$ 5,941

(Continued - next column)

<u>G/L Acct.</u>	<u>Description</u>	<u>Actual thru</u> <u>10/31/20</u>
60172	Equipment Repair / Maintenance	\$ 1,003
60180	Computer Hardware	\$ 6,474
9/30/2020	Computer Software	\$ 47,636
60182	Internet Services	\$ 7,986
60183	Computer Supplies	\$ 3,016
60184	Computer Repair/Maint	\$ -
60190	Offsite Meeting/Travel Expense	\$ -
60191	In House Meetings	\$ -
60192	Conference Expense	\$ 350
60193	Car, Repair, Maintenance	\$ -
60200	Dues	\$ 26,063
60202	Subscriptions	\$ -
60203	Contributions	\$ 10,000
60210	Bank Charges	\$ 592
6211	Shipping/Postage	\$ 1,199
60212	Office Supplies	\$ 11,558
60213	Offsite Storage	\$ 5,816
48000	Commission Fees	\$ 12,980
60221	Commission Mileage Reimb.	\$ -
60222	Other Commission Expense	\$ -
60230	Other Expense	\$ 456
60240	Building Lease	\$ 1,782
81010	Retiree Medical Expense	\$ 36,668
80001	Insurance Expense	\$ 21,377
80000	Building Repair/Replacement Reserve	\$ 100,000
80000	Fixed Assets	\$ -

**Total Costs**      \$ 1,196,223

Direct Costs Paid by Projects	\$ 1,009,721
Member Contribution Offset	\$ 150,000
	\$ 1,159,721

Over (Under) Allocation %	-3.5%
Over (Under) Allocation of General Fund Costs	\$ (36,502)



## BENEFITS SUMMARY

*(Distributed based on Actual Labor)*

<u>G/L Acct</u>	<u>Description</u>		<u>Budget</u>		<u>Actual @ 10/31/20</u>		<u>Projected FYE 2021</u>
70101	FICA Expense	\$	212,968	\$	47,906	\$	143,718
70102	Medicare Expense	\$	61,259	\$	14,762	\$	44,285
70103	State Unemployment Insurance	\$	5,145	\$	205	\$	4,900
70104	Worker's Compensation Insurance	\$	46,882	\$	12,157	\$	36,470
70105	State Disability Insurance	\$	30,129	\$	6,598	\$	19,794
70106	PERS Pension Plan	\$	766,791	\$	196,619	\$	589,858
70111	Medical Expense	\$	630,327	\$	143,725	\$	431,176
70112	Dental Expense	\$	37,907	\$	8,509	\$	25,528
70113	Vision Insurance	\$	9,015	\$	2,366	\$	7,098
70114	Life Insurance Expense	\$	16,462	\$	4,702	\$	14,106
70115	Long Term Disability	\$	19,243	\$	5,309	\$	15,928
70116	Wellness Program Expense	\$	3,500	\$	238	\$	3,000
70120	Car Allowance	\$	51,000	\$	15,000	\$	45,000
	<b>Total Benefits</b>	\$	1,890,627	\$	458,096	\$	1,380,861
	<b>Total Payroll</b>	\$	4,173,739	\$	1,299,848	\$	3,899,543
	<b>Benefits Rate</b>		45.3%		35.2%		35.4%

Santa Ana Watershed Project Authority  
 Labor Hours Budget vs Actual  
 Month Ending October 31, 2020

	Fund	Budget	Actual	%
100	General Fund	25,990	7,202	27.71%
135	Prop 84 - Round I Program Mgmt	305	87	28.36%
140	Prop 84 - Drought Program Mgmt	-	147	0.00%
145	Prop 84 - 2015 Program Mgmt	2,309	266	11.50%
150	Prop1 - Program Management	-	157	0.00%
240	Brine Line Enterprise	21,975	6,850	31.17%
320	Brine Line Protection	685	349	50.99%
327	Reach IV-D Corrosion Repairs	320		0.00%
370-01	Basin Planning General	1,545	678	43.85%
370-02	USBR Partnership Studies	81	11	12.96%
373	Watershed Management (OWOW)	1,790	475	26.52%
374	Basin Monitoring Program TF	410	166	40.37%
381	SAR Fish Conservation	210	207	98.45%
384-01	MSAR TMDL TF	160	62	38.75%
386MONIT	RWQ Monitoring TF	155	44	28.55%
387	Arundo Removal & Habitat Restoration	220	68	30.80%
392	Emerging Constituents TF	45	43	95.00%
398ADMIN	Prop 1 - DACI	4,140	532	12.86%
477-02	LESJWA - Administration	310	135	43.47%
477TMDL	LESJWA - TMDL Task Force	580	241	41.55%
504-401IMPLE	Prop 84 - Final Round Implementation	375	27	7.20%
504-401PA23	Prop 84 - Final Round PA23 Admin	740	90	12.20%
504-402RATES	Prop 84 - Final Round Water Rates	305	13	0.00%
504-402SMART	Prop 84 - Final Round SmartScape	390		0.00%
		63,040	17,847	28.31%

Note: Should be at 33.33% of budget for 4 months

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# General Manager's Report

December 2020

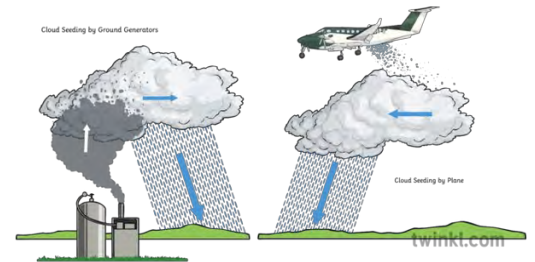
Santa Ana Watershed Project Authority | 11615 Sterling Avenue, Riverside, CA 92503 | [www.sawpa.org](http://www.sawpa.org)

## INSIDE THE DECEMBER REPORT

- 1** Santa Ana River Watershed Weather Modification for Water Supply Feasibility Seeding Presentations
- 2** California Water Commission's Water Conveyance Workshop
- 3** City of Chino Pine Avenue Project
- 4** Euclid Avenue (Reach IV-A and IV-D) MAS Rehabilitation Project
- 5** Alcoa Dike - Lower Reach IV-B and C.R.C. Lateral Utility Protection Project
- 6** SAWPA Office Holiday Closure

## Santa Ana River Watershed Weather Modification for Water Supply Feasibility Seeding Presentations

Interest in the Santa Ana River Watershed Weather Modification for Water Supply Feasibility (Cloud Seeding) continues to grow. Presentations on Cloud Seeding were provided to the Western Municipal Water District Board (Presenter: Tom Ryan, Metropolitan Water District of Southern California representative) on November 4, 2020 and at the San Bernardino Valley Municipal Water District Board Workshop (Presenter: Mark Norton, SAWPA Water Resources and Planning Manager) on November 5, 2020. Mr. Norton has also been asked to provide a presentation on Cloud Seeding for the City of Rialto Utilities Commission on December 15, 2020.



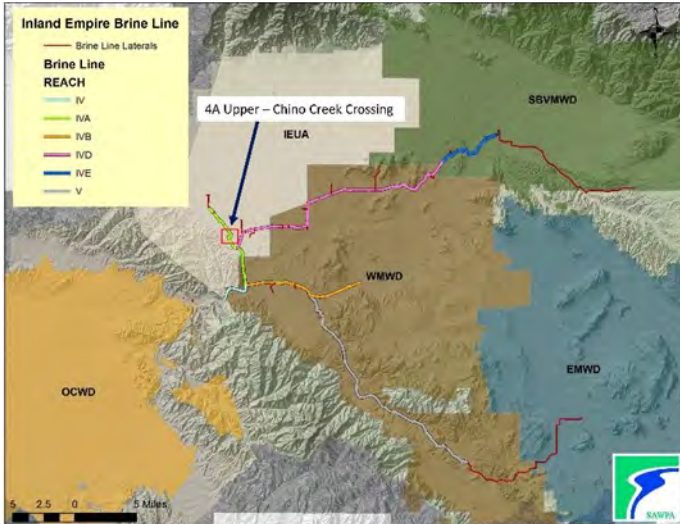
## California Water Commission's Water Conveyance Workshop

In early November, SAWPA staff was approached by the California Water Commission to serve as the host for a Southern California Water Conveyance workshop. The California Water Commission is conducting a series of virtual public workshops as part of its efforts to assess a potential state role in financing conveyance projects that could help meet needs in a changing climate. Participants from the region are encouraged to share their perspective on conveyance infrastructure needs and priorities, effective partnerships, public benefits of conveyance, possible criteria to assess resilience, efforts in preparing for changing hydrology, and effective financing mechanisms. The Southern California Regional Workshop is scheduled for Thursday, December 10, 2020, and is hosted by SAWPA as well as the Metropolitan Water District of Southern California and the Southern California Water Coalition. The workshops will be conducted via Zoom video conferencing. For more information visit: <https://cwc.ca.gov/Programs-and-Topics#State-Role-in-Financing-Conveyance-Projects>



## City of Chino Pine Avenue Project

The City of Chino is currently in the process of designing improvements to Pine Avenue from Highway 71 to El Prado Road. The project includes a new off-ramp from Highway 71 and a bridge over Chino Creek. A portion of Reach IV-A Upper of the Inland Empire Brine Line is located along Pine Avenue and crosses under Chino Creek. The City of Chino has indicated that the Brine Line will need to be relocated where it crosses Chino Creek. The Project is currently under design and construction may begin as early as next year. SAWPA will continue coordination with the project sponsors (City of Chino, City of Chino Hills, and Caltrans) and provide updates as more information is known.



## Euclid Avenue (Reach IV-A and IV-D) MAS Rehabilitation Project

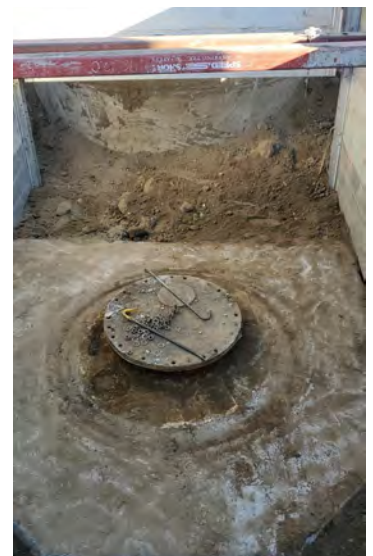
The contractor has excavated and shored the trench for removal of maintenance access structure (MAS) IV-A 180. A shutdown of upper Reach IV-A is scheduled for December 5, 2020 through the morning of December 7, 2020 to remove the MAS and replace with a new fiberglass fitting. Shutdown of the upstream dischargers has been coordinated with the Inland Empire Utilities Agency and the dischargers. The contractor has installed the steel plate brackets in the five MASs on Reach IV-D. Installation of the steel plates to seal the five MASs is scheduled for the week of December 7, 2020.



Work site for MAS IV-A 180 and MAS IV-D 10.



Upstream connection to existing 27" Reinforced Concrete Pipe and downstream connection to existing 36" fiberglass reinforced pipe.



Preparation for demolition of MAS IV-A 180.

## Alcoa Dike - Lower Reach IV-B/C.R.C. Lateral Utility Protection Project

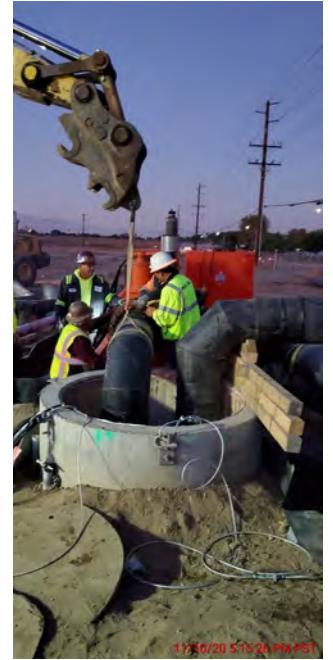
The contractor began the by-pass of all Reach IV-B flows on November 10, 2020. During the by-pass of flows the contractor has removed about 430 feet of existing 36" pipe and replaced with new 36" HDPE pipe. The contractor completed the connection of the new pipe to the existing pipe. Backfill operations are near complete and the two new maintenance access structures are being constructed and backfilled. The by-pass was removed on November 20, 2020. Work on the C.R.C. Lateral is complete. Minor activities are continuing to return the site to its preconstruction condition. The contractor is ahead of schedule and work is anticipated to be completed in December 2020.



Trench shoring.



Installation of new HDPE pipe.



Setting up by-pass suction line.

## SAWPA Office Holiday Closure

SAWPA will be closed from Monday, December 21, 2020 through Friday, January 1, 2021. SAWPA staff will commence work pursuant to COVID-19 restrictions on Monday, January 4, 2021.

The Brine Line emergency telephone line will be available 24/7 through the holiday closure - (951) 324-8680.



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**December 4, 2020**

**To:** Santa Ana Watershed Project Authority

**From:** Michael Boccadoro  
Beth Olhasso  
Maddie Munson

**RE:** November Report

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Overview:

Dry conditions continue to persist, and are growing more and more concerning, throughout the state keeping reservoirs in serious need of replenishment. Carryover storage in California's reservoirs has gotten the state through the record-breaking heat this summer and could really use a strong winter snowpack to replenish supplies after a dismal winter of 2020. San Luis Reservoir, the main south-of-Delta storage facility for the State Water Project, is at 75 percent of average for this time of the year and 46 percent capacity. Oroville is at 60 percent of average and 36 percent capacity.

As part of the implementation of the Water Resilience Portfolio, the California Water Commission has started working on a white paper and recommendations for state policymakers related to water conveyance. Commission staff has made clear that this will not include Delta Conveyance because that has its own ongoing process. The recommendations are slated to be completed mid-2021.

On November 17, the US EPA invited California to apply for \$500 million (of \$695 million available) in Water Infrastructure Finance and Innovation Act (WIFIA) loans through US EPA's new state infrastructure financing authority WIFIA (SWIFIA) program. The funds are exclusively available through the CA State Revolving Fund (SRF).

The Public Policy Institute of California (PPIC) held a three-session virtual conference to "explore ways to boost resilience to multiple stressors while supporting economic recovery and workforce development." The conference panelists offered insight into some of the state's 2021 priorities including Integrated Regional Water Management, Voluntary Agreements, water affordability and others.

The California Air Resources Board (CARB) recently received a staff informational report titled "CA's GHG Goals and Deep Decarbonization." The presentation discussed how the state plans to move towards the 100 percent clean energy goal and what tools will be needed to hit that target. Notably the presentation included information about the transition to electric vehicles. The Governor's Executive Order was unclear concerning the transition of medium and heavy-duty vehicles, leaving confusion as to whether the goal was to require complete fleet transition by 2045, or just limiting the new sale of vehicles starting in 2045. The presentation highlights that the 2045 requirement for medium and heavy-duty vehicles is limited to new sales. While this is a welcome clarification, the report was silent on off-road and heavy equipment vehicles leaving significant ambiguity about the EO's goal of 100 percent zero-emission by 2035.

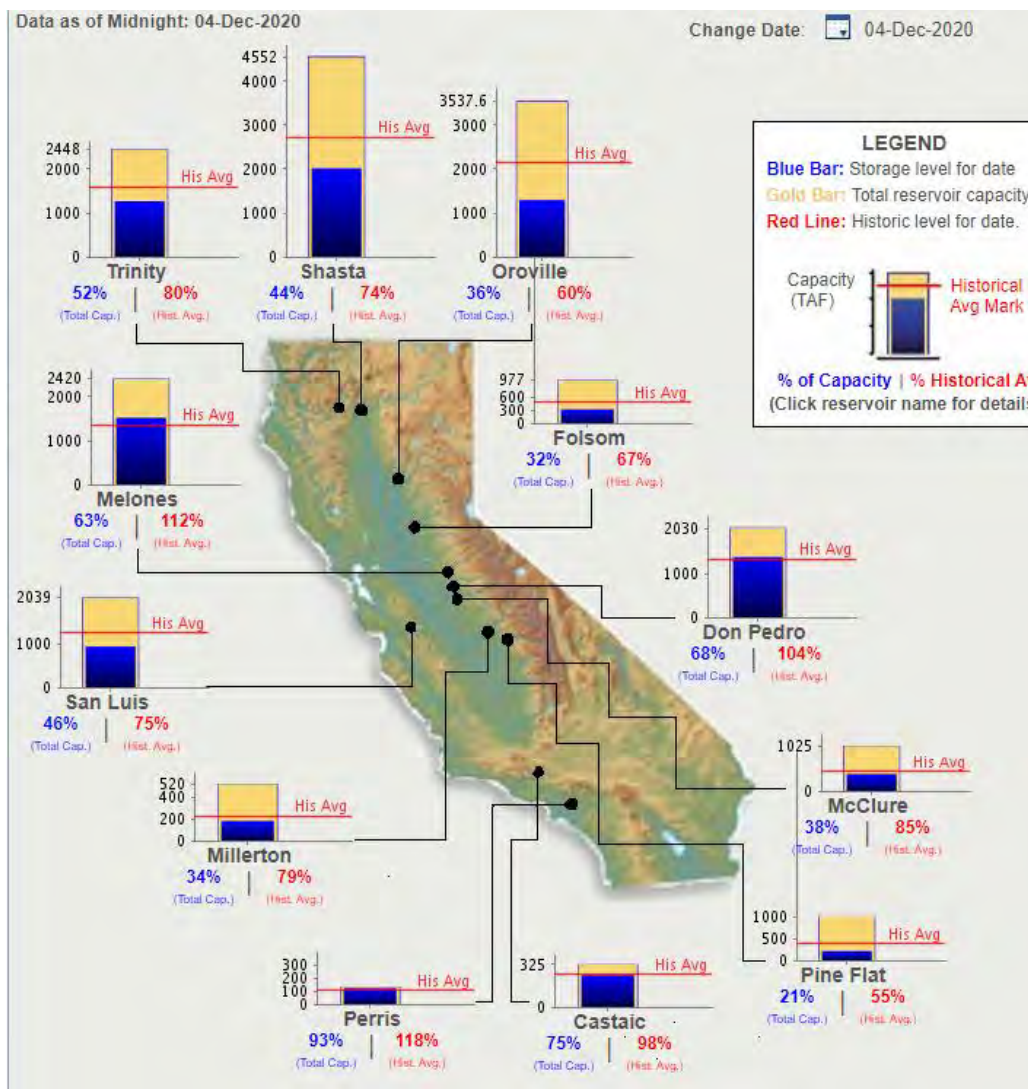
With the election in the books, the Legislature returns to Sacramento on December 7 for an "Organizational Session" to swear in new members and start introducing bills. They will return in earnest in January in what will likely be a "mostly virtual" session until the COVID vaccine can be widely disseminated.

# Santa Ana Watershed Project Authority Status Report – November 2020

## **Water Supply Conditions**

Only one major storm hit Northern California recently with a good dump of snow in the sierras. The “wildfire season ending storm” was welcome, but Southern California could use the same type of precipitation and many more storms are needed for the state to make up for a dry 2020. Carryover storage in California’s reservoirs has gotten the state through the record-breaking heat this summer and the state could really use a strong winter snowpack to replenish supplies after a dismal winter of 2020. San Luis Reservoir, the main south-of-Delta storage facility for the State Water Project, is at 75 percent of average for this time of the year and 46 percent capacity. Oroville is at 60 percent of average and 36 percent capacity.

Drought conditions are starting to worry water managers and regulators alike, with about 96 percent of the state experiencing at least abnormally dry conditions. Surprisingly, it is the northern portion of the state that is struggling with more serious drought conditions, where normally Southern California is more dry.



**CA Water Commission Implements Water Resilience Portfolio in Delta**

As part of the implementation of the Water Resilience Portfolio, the California Water Commission has started working on a white paper and recommendations for state policymakers related to water conveyance. Commission staff has made clear that this will not include Delta Conveyance because that has its own ongoing process. The recommendations are slated to be completed mid-2021. Below is a graphic with the schedule for the effort.

The CWC just completed Phase 1 which included a [policy brief](#) that outlines guiding questions for the eventual white paper. The three main sections included: 1) Resilience and conveyance in the context of climate change; 2) Determining and assessing public benefits; and 3) Assessing financing mechanisms and challenges. To develop the brief, they interviewed stakeholders including disadvantaged communities, tribal nations, growers, NGOs, legislators, state and federal agencies, water agencies, and others.

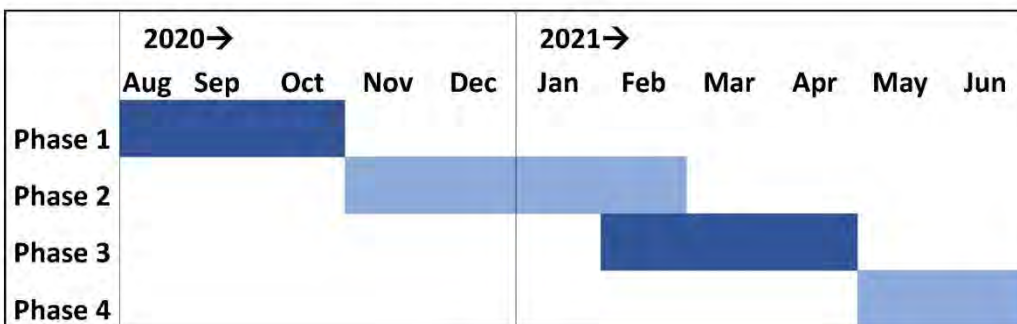
Phase 2 is about to get underway which will include collecting public input through expert panels at upcoming meetings as well as regional workshops held at different locations around the state.

DWR also provided presentations, noting that they are taking steps on Water Resilience Portfolio action 19.3 which directs DWR to conduct a feasibility analysis for improved and expanded capacity of federal, state, and local conveyance facilities to enhance water transfers and water markets and that incorporates climate change projections of hydrologic conditions.

There was another meeting 11/18 with multiple [presentations](#). The next Commission meeting is Dec 16 but the agenda is not yet available so it is unclear if this topic will be covered. More presentations and discussion on the topic are likely in the future.

**Workplan**

- **Phase 1:** Staff Research and Background Document
- **Phase 2:** Gather Public Input
- **Phase 3:** Draft Paper
- **Phase 4:** Commission Approval



### ***US EPA Invites SWRCB to Apply for \$500M in SRF Funds***

On November 17, the US EPA invited California to apply for \$500 million (of \$695 million available) in Water Infrastructure Finance and Innovation Act (WIFIA) loans through US EPA's new state infrastructure financing authority WIFIA (SWIFIA) program. The funds are exclusively available through the CA State Revolving Fund (SRF).

As SAWPA is well aware, there is a tremendous waiting list/backlog in the Clean and Drinking Water SRF programs at the State Water Resources Control Board (SWRCB). While it is unclear how the funds would be administered, including conditions on the federal funding, it will go a long way to help clear the backlog and make way for more projects to receive funding.

In other SRF news, there is significant talk of more funding to the SRF program from the federal government. Matthew Muirragui, majority staff director, Subcommittee on Water, Oceans, and Wildlife, US House Committee on Natural Resources, mentioned in the 11/19 PPIC session "Priorities for a water-resilient California," that as the federal government considers an infrastructure package, a bipartisan group of members are strongly pushing for significant funding to SRF or the Title 16 program as a means for economic recovery.

As the state budget will remain strained for the coming years, this federal funding would be very welcome because it may likely be difficult to secure voter approval for a resilience bond.

### ***PPIC Holds Virtual Conference***

The Public Policy Institute of California (PPIC) held a three-session virtual conference to "explore ways to boost resilience to multiple stressors while supporting economic recovery and workforce development."

#### Session 1: Funding water systems while ensuring affordability and equity

- Gloria Gray, board chair, MWD
- Greg Pierce, UCLA Luskin Center for Innovation
- Kathryn Sorensen, former director, Phoenix water Services

#### Session 2: Collaborative approaches to foster groundwater sustainability

- Eric Averett, General manager, Rosedale-Rio Bravo Water District
- Paul Gosselin, director, Butte County Department of Water and Resource Conservation
- Angela Islas, community development specialist, Self-Help Enterprises
- Sandi Matsumoto, director, California Water Program, The Nature Conservancy

#### Session 3: Priorities for a water resilient California

- Joaquin Esquivel, chair, State Water Resources Control Board
- Karla Nemeth, director, California Department of Water Resources
- Matthew Muirragui, majority staff director, Subcommittee on Water, Oceans, and Wildlife, US House Committee on Natural Resources

While all three panels were interesting, the third session is worth watching- it's only an hour long and the video can be found [here](#). Chair Esquivel talked about water affordability by breaking it down into two categories. He noted that there is a short-term emergency assistance need for the pandemic crisis and a long-term water rate assistance program need. He did not get into details about how either of these would be funded.

Director Nemeth, when asked what the most important things her department is doing highlighted two very important efforts for 2021. First, she noted how important collaboration, science and governance

in the Voluntary Agreement process is going to be. She also noted how IRWM 2.0 is going to be a necessary tool to achieve the collaboration necessary to meet the state's water and climate goals. She specifically called out San Bernardino as an example for how to collaborate.

### ***CARB Gets Update on GHG Goals***

In a previous report, a story was included about the Governor's Executive Order to mandate the sale of electric vehicles. The order mandates new light-duty vehicle sales to be all electric by 2035. The order also mandated the transition of medium and heavy-duty vehicles by 2045, but was not specific on if all vehicles had to be electric or if it was new sale like the light-duty part of the order. On November 19, the California Air Resources Board (CARB) heard an information item titled to "CA's GHG Goals and Deep Decarbonization." The [presentation](#) included on slide 16, the line "100% zero-emissions medium and heavy duty vehicle SALES by 2045." While there are still a significant number of steps and regulations to go through before any of this is final, this is a good first step into ensuring that it is the new SALE, and not a total changeover of medium and heavy-duty vehicles that will be required in 2045. CARB has, however, not provided any clarity off-road and heavy equipment (construction).

### ***Election Update***

The final results of the November election have been tabulated and members of the California Legislature will be sworn in December 7. As mentioned in the November report, the Democratic majority in both houses of the Legislature remains unchanged and while there are a few new members, there are no changes that will really alter the course of the Legislature.

Changes to the SAWPA Delegation

**SD 23 (Rancho Cucamonga)- Rosicile Ochoa Bogh (R):** Replaces Mike Morrell after his term ended

**SD 29 (Chino Hills)- Josh Newman (D):** Reclaims SD 29 from Ling Ling Chang.

**SD 37 (Irvine)- Dave Min (D):** Defeats incumbent John Moorlach

**AD 67 (Menifee) Kelly Seyarto (R- City Council Member):** Wins open seat

**AD 72 (Santa Ana) Janet Nguyen (R- Former Senator):** Wins open seat

There is soon to be a vacancy when Senator Holly Mitchell (D-Los Angeles) resigns her seat as she is sworn into the LA County Board of Supervisors. Senator Mitchell is the chair of the Senate Budget Committee, so a new chair will be named. This is a big loss because Senator Mitchell is a very well-respected chair and the Senate will miss her leadership.

There could be other vacancies, as there are rumors of several members being considered for posts within the Biden Administration.

### ***Legislative Update***

The Legislature will return to Sacramento on December 7 for an "Organizational Session" to swear in members. A few bills will be introduced on that day, with additional measures introduced in January when the legislature returns. Committee assignments are expected sometime in December. All of the committee chairs on the committees SAWPA frequents have been re-elected or were not on the ballot. There could be some shuffling in the Senate with the departure of Senator Mitchell. Committee shuffling could make room for John Laird to become a chair in Natural Resources and Water. But this is only speculation at this point.

Speaker Rendon recently announced that SAWPA delegation member Eloise Reyes (D- Fontana) will assume the role of Majority Leader in the Assembly. This is a powerful position that is good leverage for the Inland Empire. More details will be reported when Senate and Assembly leadership make more announcements.