

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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TASK ORDER FORM

Date/Start Date: July 1, 2019

Consultant Name: Larry Walker & Associates

Contract: Countywide Water Pollution Prevention Program Technical Support

Task Order No.: LWA-04

Task Order Name: Municipal Stormwater NPDES Permit Compliance Assistance

Scope of Work: Green Infrastructure and Mercury & PCBs

Deliverables: See attached scope of work

Budgeted Cost: Per attached Fiscal Year 2019-20 scope of work, not to exceed \$164,975

Completion Date: June 30, 2020

The parties indicated herein agree to execute this Task Order per the scope indicated above. No payment will be made for any work performed prior to the start date of this Task Order. Unless otherwise indicated, receipt of this executed Task Order is your Notice to Proceed with the work specified herein.

C/CAG

LWA

Sandy Wong, Executive Director Date

Date

Scope of Services

Fiscal Year 2019-2020

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Scope of Services

Services described in this document are those that will be conducted in Fiscal Year (FY) 2019-2020. A summary cross referencing scope tasks to MRP provisions is provided below.

Task 5. Green Infrastructure (GI) Planning

Sub-Task 5.1 Countywide approach to assist member agencies in developing GI Plans

a) Provide GI Support to the SMCWPPP New Development Subcommittee

The LWA Team will provide staff support for the SMCWPPP New Development Subcommittee (NDS) on GI issues and planning. The NDS meetings will be led by EOA. This work effort will include coordinating with C/CAG and EOA to assist member agencies with implementation of GI Plans.

Deliverables

- One member of CD+A staff will attend two meetings between July 2019 and June 2020, including preparation time and travel expenses.

b) Finalize guidelines, standard specifications, and design details for coordination/consistency with the updated C.3 Technical Guide

The first edition of the *Green Infrastructure Design Guide* was completed in FY2018-2019. Additional refinements based on comments received from the C/CAG and the GI Committee, and coordination and modifications between all the *GreenSuite* documents will need to occur after the draft *C.3 Regulated Projects Guide* is complete. (Note: Urban Rain | Design will be responsible for revisions to the sections of the *Design Guide* that they were responsible for in the first version of the *Design Guide*). In addition, the LWA Team will collaborate and coordinate with C/CAG to determine an approach to develop the *Green Infrastructure Design Guide* into a web-based document. Once the approach is determined, the LWA Team will format the *Green Infrastructure Design Guide* to become a web-based document.

The following steps are expected to occur in FY 2019-2020, in order for the LWA Team to refine and finalize the *Green Infrastructure Design Guide* and associated technical resource appendices

(including technical specifications and details) and to prepare the *Design Guide* to be a web-based document:

1. The LWA Team will revise the *Green Infrastructure Design Guide* based on discussions with C/CAG staff and EOA as EOA finalizes the draft *C.3 Regulated Projects Guide*.
2. The full final draft *Green Infrastructure Design Guide, version 1.1* will be provided to C/CAG for final review and comment.
3. Once comments are received from C/CAG, the final copy of the *Design Guide* and associated technical resource appendices will be prepared.
4. After discussions with C/CAG staff, the LWA Team will prepare the *Green Infrastructure Design Guide* to be a web-based document.
5. A draft web-based document will be provided to C/CAG for review and comment.
6. Once C/CAG's comments are received, the web-based *Design Guide* and associated technical resource appendices will be prepared and finalized.

Deliverables

- Full final draft of the *Green Infrastructure Design Guide* and associated technical resource appendices based on C/CAG and the GI Committee comments, and coordination with preparation of the draft *C.3 Regulated Projects Guide* by EOA. This will include integration of the sections prepared by Urban Rain | Design.
- Final digital, Acrobat PDF, version of the *Green Infrastructure Design Guide* and associated technical resource appendices. An InDesign package of the *Design Guide* will also be provided.
- Final web-based *Green Infrastructure Design Guide* located at web site set up by C/CAG.

Sub-Task 5.6 C/CAG, BASMAA, and team coordination

The LWA Team will coordinate with C/CAG and BASMAA, attending meetings and participating in regional workgroups focused on C.3 compliance efforts such as GI Plan implementation and other related information that may be developed through C/CAG and BASMAA activities during this fiscal year.

Deliverables

- Participate in team coordination calls and prepare progress reports.
- Participate in cross consultant team coordination calls.
- As needed, participate in BASMAA Development Committee meetings.

Task 9. Mercury & PCBs Load Reduction

Sub-Task 9.4 Source Control RAA Support

The LWA Team will coordinate with the EOA Team and C/CAG to analyze source area pollutant loading estimates and revise as needed to reconcile with loading estimates produced by the hydrologic and pollutant loading model used for the RAA supporting GI planning efforts. The RAA model provides PCBs loading estimates specific to land uses, which vary spatially based on localized rainfall patterns throughout the county. The team will utilize the model to determine source area loadings based on the average year (i.e., 2003) specified in the Bay Area RAA Guidance. Based on these estimates, the LWA Team will coordinate with the EOA Team to assess the feasibility of modifying loading rates specific to San Mateo County for use in the source control portion of the RAA.

The LWA Team will provide peer review of the draft Source Control Reasonable Assurance Analysis (RAA) developed by the EOA Team. Review will focus on ensuring that the Source Control and GI RAAs, when evaluated together, reflect a reasonable representation of baseline and future mass balances of PCBs and mercury loading from areas within San Mateo County established by the Countywide watershed model developed in FY2018-2019. The LWA Team will work to ensure that elements of both the GI and Source Control RAAs are complementary, conceptually compatible, and represent implementation consistent with key provisions of the MRP and Regional Water Board guidance. A key element of this effort will be focused on areas with implementation efforts targeting the same mass of PCBs. If, as an example, the GI RAA indicates that a large regional facility will be implemented to treat properties that the Source Control RAA suggests will be referred to the Regional Water Board, loads of PCBs treated or abated could be counted more than once. This double counting could leave Permittees short of interim and final milestones if it is not proactively addressed. The peer review of the Source Control RAA will work to serve this purpose and ensure, to the extent feasible, that the complementary RAAs outline a reasonable path toward compliance with interim and final milestones for Permittees within San Mateo County.

Deliverables

- Technical memorandum summarizing results of loading analysis and potential revised loading rates to be used for the source control portion of the RAA.
- Peer review comments on the Source Control RAA.

Sub-Task 9.6 Develop final phase of a Reasonable Assurance Analysis to demonstrate how the County will collectively achieve the load reductions for mercury and PCBs required via GI

The RAA supporting the green infrastructure plans is planned for peer review at the beginning of FY 2019-20. The LWA Team will review comments on the RAA reports received from peer reviewers, provide necessary updates to the reports to respond to comments, and provide written responses to comments.

Deliverables

- Final RAA Phase I and Phase II reports incorporating changes in response to peer review comments.
- Comment/response table.

Sub-Task 9.9 C/CAG, BASMAA, and Team Coordination; and Project Management

The LWA Team will coordinate with C/CAG and BASMAA, attending meetings and participating in regional workgroups focused on RAA compliance efforts and other related information that may be developed through C/CAG and BASMAA activities during this fiscal year.) At the request of C/CAG, the LWA Team will prepare and provide presentations summarizing approaches and results of RAAs performed for San Mateo County.

Deliverables

- Participate in team coordination calls and prepare progress reports.
- Participate in cross consultant team coordination calls.
- As needed, participate and present at C/CAG and BASMAA workgroup meetings.

Sub-Task 9.10 MRP reissuance support

On an as-needed basis, the LWA Team will support C/CAG through participation in meetings with C/CAG and BASMAA member agencies on reissuance of the Municipal Regional Stormwater Permit (MRP 3.0).

Deliverables

- As-needed attend and present C/CAG and BASMAA MRP 3.0 workgroup meetings.

Budget

The proposed budget for the FY 2019-2020 scope of work is provided in the summary table below. The detailed budget is provided in a spreadsheet provided as a separate Excel file, and is broken down by tasks, sub-tasks, and billing rates. Revised rate sheets proposed for the new contract are provided following the budget summary table.

Task	Scope of Work Fiscal Year 2019-2020 (12 Months) (July 2019-June 2020)	Task Lead	LWA Sub-Total	Paradigm Sub-Total	CD+A Sub-Total	Sub-Contractor Markup	Task Cost (incl 10% sub markup)
5	Green Infrastructure Planning						
5.1	Countywide approach to assist member agencies in developing GI Plans	CD+A					
a	Provide GI support to the SMCWPPP NDS	CD+A	\$ -	\$ -	\$ 2,140	\$ 214	\$ 2,354
c	Finalize guidelines, standard specifications, and design details	CD+A	\$ 3,251	\$ -	\$ 48,020	\$ 4,802	\$ 56,073
5.6	C/CAG, BASMAA, and team coordination	LWA	\$ 5,315	\$ -	\$ 3,232	\$ 323	\$ 8,870
9	Mercury and PCBs Load Reduction						
9.4	Source Control RAA support	LWA/Paradigm	\$ 6,239	\$ 20,000	\$ -	\$ 2,000	\$ 28,239
9.6	Develop final phase of GI RAA	Paradigm	\$ 8,662	\$ 26,000	\$ -	\$ 2,600	\$ 37,262
9.9	C/CAG, BASMAA, and team coordination	LWA	\$ 12,586	\$ 5,160	\$ -	\$ 516	\$ 18,262
9.10	MRP reissuance support	LWA/Paradigm	\$ 6,347	\$ 6,880	\$ -	\$ 688	\$ 13,915
			\$ 42,400	\$ 58,040	\$ 53,392	\$ 11,143	\$ 164,975