

## **7 ATTACHMENT 4 – WORK SUMMARY**

*Attachment 4 must contain brief summaries of anticipated tasks necessary to complete each project in the Proposal. Tasks should be organized by the four budget categories, as applicable: (a) Direct Project Administration, (b) Land Purchase/Easement, (c) Planning/Design/Engineering/Environmental Documentation, and (d) Construction/Implementation. The Work Summary should also identify the anticipated deliverables for each task. Discuss the current status of the project, including permitting activities, that indicates the current stage of each task. The Work Summary is limited to two pages (min 10-point type font) per project contained in the Proposal. Any information included beyond the two pages (for each project) will not be reviewed. Maps/figures will count against the page limitation, since they should be presented in Attachment 3, Project Justification. Information contained in Attachment 4 will be used by DWR reviewers to score questions #6, 16-20 and 22-23 contained in Table 9.*

### **7.1 Visalia Water Conservation Program Project**

#### **7.1.1 Budget Category (a): Direct Project Administration Costs**

##### **7.1.1.1 Task 1 - Administration**

This task includes project management and an interagency agreement between the City of Visalia and Cal Water. Cal Water will be the lead agency for all Project Management items. The City of Visalia, Cal Water's Kaweah IRWM project sponsor, will develop the interagency agreement for conservation program implementation. Project management will occur for the entire project duration.

##### **7.1.1.2 Task 2 - Labor Compliance Program**

Not Applicable.

##### **7.1.1.3 Task 3 - Reporting**

KDWCD's Projects/Administration Manager, will prepare all reporting efforts identified in the Grant Agreement with DWR. Monthly progress reports will be written by the Construction Administrator(s) which will describe the accomplishments of the Project, which will be used to develop all quarterly, final and post completion reports.

***Budget Category (a) Deliverables to DWR*** – Submit monthly invoices (part of quarterly reports) and Cal Water/ City of Visalia agreement; Quarterly and Final reports as specified in Grant Agreement

#### **7.1.2 Budget Category (b): Land Purchase/Easements**

##### **7.1.2.1 Task 4 – Land Easements**

Not Applicable

***Budget Category (b) Deliverables to DWR*** – Not Applicable

#### **7.1.3 Budget Category (c): Planning/Design/Engineering/Environmental Documentation**

##### **7.1.3.1 Task 5 – Assessment and Evaluation**

This task includes evaluation of the conservation programs to be implemented including their strategy, water savings potential, and cost-effectiveness. This task has been completed.

##### **7.1.3.2 Task 6 – Final Design**

Final design of the turf replacement program still needs to be completed. Final design should be complete by the first quarterly report and will be reported in said report.

### **7.1.3.3 Task 7 – Environmental Documentation**

The rebate program is expected to be seen as a Categorical Exemption for the CEQA documentation. Cal Water will work with DWR to complete this process.

### **7.1.3.4 Task 8 – Permitting**

The only necessary approval is from the California Public Utilities Commission, which was provided through a General Rate Case Settlement in October 2013.

**Budget Category (c) Deliverables to DWR** – Conservation measure evaluations can be submitted upon request; Final turf replacement program design will be submitted with quarterly report; submittal of CEQA Categorical Exemption documentation

## **7.1.4 Budget Category (d): Construction/Implementation**

### **7.1.4.1 Task 9 – Program Management**

This task includes the program oversight and vendor contracting to be performed by Cal Water. Program oversight will handle, among other things: implementation of the conservation programs, customer service, and rebate processing. Vendors will be solicited for professional services for some of the program elements such as the large landscape surveys. Program oversight will occur though the 2016 end date. Vendor contracts are expected to be completed early into the project so that there is no delay in a conservation program implementation.

### **7.1.4.2 Task 10 – Program Marketing**

This task is for Cal Water's efforts to market the various conservation programs being implemented to residents of Visalia. This will be continuous through 2016 and utilize several media outlets (i.e. TV, radio, internet, mailers)

### **7.1.4.3 Task 11 – Program Implementation**

This task is for Cal Water's launch of the turf replacement program scheduled for Fall 2014 and to run through 2016, similar to the other conservation programs of the project.

**Budget Category (d) Deliverables to DWR** – Vendor contracts can be submitted upon request

## **7.2 Well 15 Water Quality Protection Project**

### **7.2.1 Budget Category (a): Direct Project Administration Costs**

#### **7.2.1.1 Task 1 - Administration**

All administrative work related to the Project will be conducted by Lindsay's Director of City Services and will include the supervision and approval of all aspects of the Project from design through construction.

#### **7.2.1.2 Task 2 - Labor Compliance Program**

A Department of Industrial Relations (DIR) approved labor compliance manual will be used to implement the Labor Compliance Program (LCP) for the Project in accordance with the requirements of California Labor Code §1771.5(b). The lead agency, KDWCD, will administer and implement said program, through their Labor Compliance Consultant.

### **7.2.1.3 Task 3 - Reporting**

KDWCD's Projects/Administration Manager, will prepare all reporting efforts identified in the Grant Agreement with DWR. Monthly progress reports will be written by the Construction Administrator(s) which will describe the accomplishments of the Project, which will be used to develop all quarterly, final and post completion reports.

### **7.2.1.4 Task 4 – Legal Service**

Legal services are anticipated to be used during the obtainment of the land easements, contracting with DWR, and contracting with awarded contractor.

**Budget Category (a) Deliverables to DWR** – Monthly invoices, which will be submitted as part of the quarterly invoice submittal accompanying the quarterly reports; DIR approved LCP documentation, as requested; submittal of quarterly, final and post completion reports as specified in the Grant Agreement.

## **7.2.2 Budget Category (b): Land Purchase/Easements**

### **7.2.2.1 Task 5 – Land Easements**

The City will need to obtain three (3) easements for the construction of the Chlorine Residual Sampling Stations. Each easement is predicted to incorporate 40 square feet of land.

**Budget Category (b) Deliverables to DWR** – Copies of all obtained easements for proof of Title

## **7.2.3 Budget Category (c): Planning/Design/Engineering/Environmental Documentation**

### **7.2.3.1 Task 6 – Assessment and Evaluation**

The Chlorine Contract Time Study (Study) was accomplished for Lindsay in 2010 which provided information to Lindsay relative to the utilization of their Well No. 15 and the Boil Water Advisory which Lindsay is required to issue to its customers by the State Department of Public Health due to cyclic bacteriological contamination. The Study indicated the capability of the Project facilities to accomplish the retention of the produced water supply sufficiently to satisfy the minimum contact time requirement.

### **7.2.3.2 Task 7 – Design**

Final design of the Project's constructible components has not been completed. The current Project design is a conceptual ten percent (10%) design. Final design work will start in October, 2014 with final Project Plans and Specifications developed by January, 2015 in preparation for the public bid process.

### **7.2.3.3 Task 8 – Environmental Documentation**

Lindsay will comply with their adopted guidelines for implementing the California Environmental Quality Act (CEQA). Work has already been accomplished to identify the basis by which the elements could potentially be Categorically Exempt.

### **7.2.3.4 Task 9 – Construction Administration/Surveying/Inspection/Testing**

Construction Administration, surveying, inspection and testing shall be performed by the Project Engineer, a representative of the Project Engineer or a subcontractor to the Project Engineer.

**Budget Category (c) Deliverables to DWR** – Copy of the Chlorine Contract Time Study conclusions; copy of the final Project Plans and Specifications; copies of the adopted CEQA documents and a copy of

transmittal to the State Clearinghouse; copies of the resident inspector's daily logs and material test results will be available upon request; water quality results will be included in the Project's final report to DWR.

#### **7.2.4 Budget Category (d): Construction/Implementation**

##### **7.2.4.1 Task 10 – Construction Contracting**

Lindsay will conduct a public bid process for the construction of the Project's constructible components. The Public bidding process will be administered by the Project Engineer. A notice inviting bidders will be published in a local newspaper. A pre-bid meeting will be conducted to review information in the Project Plans and Specifications and answer questions submitted by interested contractors. Following the public bid opening, the selection of the successful bidder for the Project by the City of Lindsay Council will be completed and the notice of award issued.

##### **7.2.4.2 Task 11 – Construction**

Construction of the Project will include a 1,000 linear foot water main facility and three (3) Chlorine Residual Sampling Stations. The work to be completed for the water main facility shall be the installation of 8 inch AWWA C900 Class 200 pipe with appurtenances and include the abandonment of the existing 6" water main and the connection of the proposed Project to the existing water main facility. The work to be completed for the Chlorine Residual Sampling Stations shall be the installation of three (3) climate controlled, continuous recording chlorine analyzers at the following locations: Well No. 15, 100 feet before the first service located on Avenue 242, and 100 feet prior to the first service to the five (5) homes located in the vicinity of Avenue 240 and Road 188.

##### **7.2.4.3 Task 12– Environmental Compliance/Mitigation/ Enhancement**

Although it is anticipated that the Project will not likely impact Federal or State protected species or natural communities, all identified mitigation measures will be identified prior to any construction activities and implementation measures will be accomplished throughout the constructible time period.

##### **7.2.4.4 Task 13 – Permitting**

The awarded contractor will be required to obtain an encroachment permit with the County of Tulare, which will be accomplished following issuance of the Notice to Proceed.

***Budget Category (d) Deliverables to DWR*** – Copies of all the public bidding documents and contract documents; and a copy of the approved encroachment permit with the County of Tulare