

ATTACHMENT 4: WORK SUMMARY

Project No. 1 Delivered Water Enhancement and Drought Response Irrigation

Category (a) Direct Project Administration

Task 1. Project Administration. The purpose of this task is to keep the project scope, budget and schedule on track, and to communicate project progress with sponsoring agencies, stakeholders, and other organizations involved with project delivery. PVWMA is the grant applicant and will be the DWR contracting agency. Development of the grant agreement with DWR and subagreements with project sponsors is included in the grant administration work plan. Work under this task includes preparation of project quarterly grant invoices and associated reports, completion of a final project grant report and development of agreements with the irrigation users. This task includes execution and management of all consultant contracts, including the following contracts already in place:

- Engineering Support (Carollo Engineers)
- Irrigation Efficiency Program Support (Central Coast Agricultural Water Quality Coalition)

This task will also include submittal of project documentation to DWR following conditional grant award, including:

- Detailed Work Plan per Exhibit A of the PSP
- Detailed Budget per Exhibit B of the PSP
- Documentation to support the Project Justification claims
- Project Performance Monitoring Plan
- Audited Financial Statements
- CEQA documentation
- Other materials that DWR deems necessary

Deliverable	Completion Status	Schedule for Completion
Project documentation following conditional grant award	0%	November 2014
Recycled Water User Agreements	0%	July 2016
Grant Invoices and Quarterly Reports	0%	Quarterly
Final Grant Report	0%	March 2018

Category (b) Land Purchase / Easement

Task 2. Land Purchase / Easement. This task includes the acquisition of temporary construction easements for the pipeline construction and a 20-foot wide permanent easement for the length of the pipeline. Pipeline alignments have already been set.

Deliverable	Completion Status	Schedule for Completion
Easements for pipeline construction	25 %	December 2014

Category (c) Planning / Design / Engineering / Environmental Documentation

As noted in the Technical Justification section, the 2002 Basin Management Plan identified the improvements necessary to utilize and deliver recycled water supplies. As required under CEQA, PVWMA prepared the Local Water Supply & Distribution Final EIR, May 7, 1999, SCH#97021006 with the following Addenda: (1) Resolution 2001-18, November 7, 2001 – minor changes to Harkins Slough and CDS to include supplemental wells and a connecting pipeline; (2) Resolution 2002-13, June 2002 – adding an alternate supplemental well and connecting pipeline; (3) Resolution 2003-19, August 20, 2003 -Addendum No. 1 – CDS Changes; and (4) Resolution 2005-02, February 16, 2005 – Addendum No. 2 – Additional CDS Changes. Those documents satisfied the CEQA requirements for this project. The planning and CEQA work was completed prior to the January 2010 eligible match date and is therefore not included in the work plan, schedule or budget.

Task 3. Design. This task includes design of the proposed project, including development of plans, specifications, and an engineer’s estimate of probable construction cost. The 50% design submittal and specifications are complete. The remaining work includes the 90% and final design submittals for construction bidding.

Task 4. Permitting. Local permits will be required for pipeline construction. This task includes the preparation of the necessary permit applications and coordination with the respective permitting agencies for the following permits:

- Encroachment Permit(s)
- NPDES General Permit for Storm Water Discharges Associated with Construction Activity

Work on the construction permitting will begin following completion of the design.

Deliverable	Completion Status	Schedule for Completion
Final Plans, Specifications, Cost Estimate	50%	January 2015
Encroachment Permit(s)	0 %	April 2015
Construction Stormwater Permit (NPDES)	0 %	April 2015

Category (d) Construction / Implementation

Task 5. Construction Contracting. Construction contracting activities will include preparing and advertising bid documents; preparation for and facilitation of a pre-bid contractors meeting; evaluation of bids; and contract award at a PVWMA Board Meeting.

Task 6. Construction. Construction will include the following activities:

- Mobilization, Establishing Laydown Areas, Establishing Storm Water BMPs
- Clearing, Grubbing, and Site Preparation
- Pipeline Installation, including trench excavation, pipeline installation, and trench fill with appropriate compaction
- Performance Testing and Demobilization

Task 7. Environmental Compliance During Construction. This task will consist of monitoring field conditions consistent with the environmental documentation and implementing any required mitigation.

Task 8. Construction Administration. Construction administration will include:

- Construction management for the duration of the construction period
- Engineering services during construction (ESDC), including submittal reviews and responses, and preparation of as-built records.
- Labor Compliance documentation and management

Task 9. Irrigation Efficiency Program Implementation Irrigation Efficiency Program Implementation including irrigation system evaluations, data analysis and implementation of irrigation system upgrades, irrigation scheduling technology, grower trainings, on-farm performance monitoring and grower surveys to measure program impacts.

Task 10. Recycled Water User Training. Growers and Irrigators at new use sites will be required to undergo recycled water user training before they start using recycled water at their ranches. This task involves conducting a workshop with users to inform them of recycled water use laws and regulations to ensure compliance and protect health and safety and the environment. Following the workshop, PVWMA Water System Operators will conduct a site visit with the lead irrigator to ensure compliance with the rules and regulations for recycled water use.

Deliverable	Completion Status	Schedule for Completion
Project Advertisement	0 %	February 2015
Award of Construction Contract	0 %	March 2015
Notice to Proceed	0%	April 2015
Mitigation Monitoring Reports	0%	Ongoing during Construction
Monthly Construction Progress Reports	0 %	Ongoing during Construction
ESDC Documentation	0 %	Ongoing during Construction
Labor Compliance	0%	Ongoing during Construction
Notice of Completion	0 %	June 2016
As Built Drawings	0 %	July 2016
New Recycled Water User Training	0%	December 2017
Irrigation Efficiency Program Implementation	5 %	December 2017

Project No. 2 South County Recycled Water Improvements

Category (a) Direct Project Administration

Task 1. Project Administration. The purpose of this task is to keep the project scope, budget and schedule on track, and to communicate project progress with sponsoring agencies, stakeholders, and other organizations involved with project delivery. Work under this task includes execution of a grant agreement with PVWMA, execution and management of all consultant contracts, preparation of quarterly grant invoices and associated reports, completion of a final grant report and development of recycled water user agreements with all three recycled water customers.

This task will also include submittal of project documentation to DWR following conditional grant award, including:

- Detailed Work Plan per Exhibit A of the PSP
- Detailed Budget per Exhibit B of the PSP
- Documentation to support the Project Justification claims
- Project Performance Monitoring Plan
- Audited Financial Statements
- CEQA documentation
- Other materials that DWR deems necessary

Deliverable	Completion Status	Schedule for Completion
Project documentation following conditional grant award	0%	November 2014
PVWMA Grant Agreement	0%	December 2014
Recycled Water User Agreements	0%	September 2014
Grant Invoices and Quarterly Reports	0%	Quarterly
Final Grant Report	0%	September 2015

Category (b) Land Purchase / Easement

Task 2. Land Purchase / Easement. This task consists of negotiating and obtaining SCVWD Board approval of 20' x 20' temporary construction and permanent maintenance easements for the three turnouts, which are all located on private land (Obata/Bonfante/Kapa). SCVWD staff is currently in negotiations for the Obata easement.

Deliverable	Completion Status	Schedule for Completion
Easements (Obata/Bonfante/Kapa)	0%	November 2014

Category (c) Planning / Design / Engineering / Environmental Documentation

As noted in the Technical Justification section, the 2013 South County Recycled Water Pipeline Short-Term Phase 1B Report identified the improvements necessary to utilize available recycled water supplies. Therefore, planning for this project is complete and not included in the work plan, schedule or budget.

Task 3. Design. This task includes final design of the proposed project, including development of plans, specifications, and an engineer's estimate of probable construction cost. The preliminary (10 percent) design is complete.

Task 4. Environmental Documentation. This task involves preparation of an initial study and Mitigated Negative Declaration for the project. The only anticipated impacts associated with the project are temporary, construction related impacts, which can be mitigated to less than significant levels.

Task 5. Permitting. There are no environmental permits required for this project. This task consists of obtaining construction related permits including a Santa Clara Right of Way Encroachment Permit and a Cal OSHA Construction Activity Permit.

Deliverable	Completion Status	Schedule for Completion
Final Plans, Specifications, Cost Estimate	10%	November 2014
Mitigated Negative Declaration	0%	November 2014
Encroachment Permit	0%	December 2014
Cal OSHA Construction Activity Permit	0%	December 2014

Category (d) Construction / Implementation

Task 6. Construction Contracting. Construction contracting activities will include preparing and advertising bid documents; preparation for and facilitation of a pre-bid contractors meeting; evaluation of bids; and contract award at a SCVWD Board Meeting, followed by a Notice to Proceed.

Task 7. Construction. This task consists of constructing the three turnouts. All three turnouts will be constructed in the same manner. The contractor will pothole and hot tap into an existing recycled water pipeline; furnish and install the pipes, fittings, valves and pipe supports for a four to eight inch irrigation service; install a meter; and install bollards to protect the turnout.

Task 8. Environmental Compliance During Construction: This task will consist of monitoring field conditions consistent with the environmental documentation and implementing any required mitigation.

Task 9. Construction Administration. Construction administration will include:

- Construction management for the duration of the construction period including preparation of the Notice of Completion
- Engineering services during construction (ESDC), including submittal reviews and responses, and preparation of as-built records.
- Labor Compliance documentation and management; SCVWD contracts with a contract administrator to implement its Labor Compliance Program (LCP). The Department of Industrial Relations approved SCVWD's LCP on 9/1/2011 (<http://www.dir.ca.gov/lcp/lcplist.asp?lcptype=bond>).

Task 10. Recycled Water User Training. Operators at the Bonfante and Kapa sites will be required to undergo recycled water user training before they start using recycled water at their facilities. Obata has already received the training. This task involves conducting a workshop with users to inform them of recycled water use laws and regulations to ensure compliance and protect health and safety and the environment.

Deliverable	Completion Status	Schedule for Completion
Project Advertisement	0%	February 2015
Award of Construction Contract	0%	March 2015
Notice to Proceed	0%	March 2015
Mitigation Monitoring Reports	0%	Ongoing during Construction
Monthly Construction Progress Reports	0%	Ongoing during Construction
ESDC Documentation	0%	Ongoing during Construction
Labor Compliance	0%	Ongoing during Construction
Notice of Completion	0%	June 2015
As Built Drawings	0%	May 2015
Recycled Water User Verification	0%	May 2015

Project No. 3 Expanded Recycled Water Use Project

Category (a) Direct Project Administration

Task 1. Project Administration. The purpose of this task is to keep the project scope, budget and schedule on track, and to communicate project progress with sponsoring agencies, stakeholders, and other organizations involved with project delivery. Work under this task includes execution of a grant agreement with PVWMA, preparation of quarterly grant invoices and associated reports, completion of a final grant report and development of agreements with the City of Hollister and irrigation users, respectively. This task includes execution and management of all consultant contracts, including the following contracts already in place:

- Permitting and Engineering Support (HDR)
- CEQA Documentation (AES)
- Design and Construction Contracting (San Benito Engineers)

This task will also include submittal of project documentation to DWR following conditional grant award, including:

- Detailed Work Plan per Exhibit A of the PSP
- Detailed Budget per Exhibit B of the PSP
- Documentation to support the Project Justification claims
- Project Performance Monitoring Plan
- Audited Financial Statements
- CEQA documentation
- Other materials that DWR deems necessary

Deliverable	Completion Status	Schedule for Completion
Project documentation following conditional grant award	0%	November 2014
PVWMA Grant Agreement	0%	December 2014
Recycled Water Supplier Agreement with City of Hollister	50%	December 2014
Grant Invoices and Quarterly Reports	0%	Quarterly
Final Grant Report	0%	January 2016

Category (b) Land Purchase / Easement

Task 2. Land Purchase / Easement. This task includes the acquisition of easements for the recycled water distribution system. The northerly pipeline does not require any easements because it will be located in an existing easement. The southerly pipeline, located in existing agricultural access roads, will require an easement. A 20-foot wide permanent easement will be acquired for the entire length of the southerly pipeline.

Deliverable	Completion Status	Schedule for Completion
Easement for Southerly Pipeline	0%	December 2014

Category (c) Planning / Design / Engineering / Environmental Documentation

The Planning task included development of the Long-Term Wastewater Management Plan, Recycled Water Feasibility Study and the Hollister Urban Area Water and Wastewater Master Plan. This task was completed prior to the January 2010 eligible match date and is therefore not included in the work plan, schedule or budget.

Task 3. Design. This task includes design of the proposed project, including development of plans, specifications, and an engineer's estimate of probable construction cost. The 50 percent design submittal and specifications are complete. The remaining work includes the 90 percent and final design submittals.

Task 4. Engineering. This task included engineering development of the project, as described in the completed Phase I Recycled Water Facilities Project Components Technical Memorandum (June 2014). This task also includes preparation of the addendum to the Title 22 Engineer's report and associated discussions with the Regional Water Quality Control Board to obtain approval of the new recycled water use area.

Task 5. Environmental Documentation. This task included the preparation of appropriate project level documentation, as required under CEQA. Specifically, this task included preparation of the Addendum to 2010 Supplemental Environmental Impact Report for the Recycled Water Facilities Phase 1 Service Area Project (ASSEIR) and the Updated Mitigation Monitoring and Reporting Plan (Updated MRRP), and submission of the Notice of Determination (NOD). No NEPA-related documentation was needed for this project. This task is complete.

Task 6. Permitting. Local and federal permits will be required for construction of the recycled water project. This task includes the preparation of the necessary permit applications and coordination with the respective permitting agencies for the following permits:

- NPDES General Permit for Storm Water Discharges Associated with Construction Activity
- Encroachment Permit(s)

Work on the construction permitting will begin immediately following completion of design.

Deliverable	Completion Status	Schedule for Completion
Phase I Recycled Water Facilities Project Components TM	100%	Complete
Final Plans, Specifications, Cost Estimate	50%	November 2014
Addendum to Title 22 Engineer's Report	60%	October 2014
ASSEIR, Updated MRRP, NOD	100%	Complete
Construction Stormwater Permit (NPDES)	0%	December 2014
Encroachment Permit(s)	0%	December 2014

Category (d) Construction / Implementation

Task 7. Construction Contracting. Construction contracting activities will include preparing and advertising bid documents; preparation for and facilitation of a pre-bid contractors meeting; evaluation of bids; and contract award at a SBCWD Board Meeting, followed by a Notice to Proceed.

Task 8. Construction. Construction will include the following activities:

- Mobilization, Establishing Laydown Areas, Establishing Storm Water BMPs
- Clearing, Grubbing, and Site Preparation
- Pipeline Installation, including trench excavation, pipeline installation, and trench fill with appropriate compaction
- Performance Testing, Cross-Connection Testing, and Demobilization

Task 9. Environmental Compliance During Construction: This task will consist of monitoring field conditions consistent with the environmental documentation and implementing any required mitigation.

Task 10. Construction Administration. Construction administration will include:

- Construction management for the duration of the construction period including preparation of the Notice of Completion
- Engineering services during construction (ESDC), including submittal reviews and responses, and preparation of as-built records.
- Labor Compliance documentation and management

Deliverable	Completion Status	Schedule for Completion
Project Advertisement	0%	December 2014
Award of Construction Contract	0%	March 2015
Notice to Proceed	0%	April 2015
Mitigation Monitoring Reports	0%	Ongoing during Construction
Monthly Construction Progress Reports	0%	Ongoing during Construction
ESDC Documentation	0%	Ongoing during Construction
Labor Compliance	0%	Ongoing during Construction
Notice of Completion	0%	November 2015
As Built Drawings	0%	November 2015

Project No. 4 Corralitos Creek Water Supply and Fisheries Enhancement

Category (a) Direct Project Administration

Task 1. Project Administration. The purpose of this task is to keep the project scope, budget and schedule on track, and to communicate project progress with sponsoring agencies, stakeholders, and other organizations involved with project delivery. Work under this task includes execution of a grant agreement with PVWMA, execution and management of all consultant contracts, preparation of quarterly grant invoices and associated reports, and completion of a final grant report.

This task will also include submittal of project documentation to DWR following conditional grant award, including:

- Detailed Work Plan per Exhibit A of the PSP
- Detailed Budget per Exhibit B of the PSP
- Documentation to support the Project Justification claims
- Project Performance Monitoring Plan
- Audited Financial Statements
- CEQA documentation
- Other materials that DWR deems necessary

Deliverable	Completion Status	Schedule for Completion
Project documentation following conditional grant award	0%	November 2014
PVWMA Grant Agreement	0%	December 2014
Grant Invoices and Quarterly Reports	0%	Quarterly
Final Grant Report	0%	September 2016

Category (b) Land Purchase / Easement

All construction activities will be located on the developed portions of the City's existing water treatment plant facility. No land or easement purchases are required for this project.

Category (c) Planning / Design / Engineering / Environmental Documentation

The Planning task included pilot testing and the evaluation of membrane alternatives as presented in TM 6 Membrane Filtration (January 2009). This task was completed prior to the January 2010 eligible match date and is therefore not included in the work plan, schedule or budget.

The City has completed the CEQA documentation including the preparation of a Negative Declaration and filing of a Notice of Determination in 2009. This task was completed prior to the January 2010 eligible match date and is therefore not included in the work plan, schedule or budget.

No special status species or habitat have been identified within the construction footprint. Therefore, no requirements to obtain environmental permits from regulatory agencies have been identified for this project. The proposed project has been formally supported by the staff of the National Marine Fisheries Service in a letter dated November 3, 2009. This task is therefore not included in the work plan, schedule or budget.

Task 2. Design. This task includes design of the proposed project, including development of plans, specifications, and an engineer's estimate of probable construction cost. The 90 percent design submittal and specifications are complete. The remaining work includes final design submittals.

Deliverable	Completion Status	Schedule for Completion
Final Plans, Specifications, Cost Estimate	90%	February 2015

Category (d) Construction / Implementation

Task 3. Construction Contracting. Construction contracting activities will include preparing and advertising bid documents; preparation for and facilitation of a pre-bid contractors meeting; evaluation of bids; and contract award at a City of Watsonville Council Meeting, followed by a Notice to Proceed.

Task 4. Construction. The majority of the new construction will take place in the location of the existing sedimentation basin and filters. The perimeter wall, including the front facade with head house will remain in place. The new membrane building will be located inside of the filter walls after the interior is demolished and a flat site is provided. All of the chemicals and the pretreatment plate settler(s) will be installed within the existing walls. Access into the treatment area and chemical storage area will be through two new rolling gates, one on each side of the existing head house. Site access will be maintained through gates on the west and south sides of the site. The building will be placed inside of the previous filter area directly behind (northwest) of the headhouse. The solids drying beds will be constructed directly south of the access roads and the existing trees in the southwest corner of the site. All of the existing Chinese redwoods will be protected in place. Additional modifications to the site include site piping, both on the plant influent and the connections to the solids drying bed.

The Pall AP-6X system has a maximum day capacity of 1.25 mgd. The membrane system will include construction a feed tank, feed pumps, strainer, membrane rack with valves and membrane modules, reverse filtration tank and pumps, CIP tank and pumps including heater, CIP chemical feed system, neutralization tank, and control panel. The design will be based on one AP-6X system initially with the ability to add a second system at such time as the City desires.

The membrane equipment and chemical feed systems will all be housed in a pre-engineered metal frame building. The bulk storage tanks for coagulant (ACH) and sodium hydroxide will be outside of the building. A separate room will be provided in the building to house the CIP chemical storage totes. In addition, a separate room will house the chlorine gas storage and feed system. All chemical storage areas will have containment areas with space sufficient for the maximum volume of chemical being stored in addition to fire sprinkler water per the California Fire Code (CFC). The chlorine room will include automatic shut off valves and gas detectors as per the CFC.

The membrane feed and filter equipment will be housed in the main room of the building. Surrounding the main area will be dedicated rooms for a laboratory, office, electrical equipment, and restroom.

Task 5. Environmental Compliance During Construction: This task will consist of monitoring field conditions consistent with the environmental documentation and implementing any required mitigation.

Task 6. Construction Administration. Construction administration will include:

- Construction management for the duration of the construction period including preparation of the Notice of Completion
- Engineering services during construction (ESDC), including submittal reviews and responses, and preparation of as-built records.
- Labor Compliance documentation and management

Deliverable	Completion Status	Schedule for Completion
Project Advertisement	0%	February 2015
Award of Construction Contract	0%	March 2015
Notice to Proceed	0%	April 2015
Mitigation Monitoring Reports	0%	Ongoing during Construction
Monthly Construction Progress Reports	0%	Ongoing during Construction
ESDC Documentation	0%	Ongoing during Construction
Labor Compliance	0%	Ongoing during Construction
Notice of Completion	0%	May 2016
As Built Drawings	0%	June 2016

PVWMA Grant Administration

Category (a) Direct Project Administration

Task 1. Pajaro River Watershed Emergency Drought Program Grant Application. This task involves the preparation and submittal of all grant application documents consistent with the 2014 IRWM Drought Grant Solicitation Integrated Regional Water Management Implementation Grant Program Proposal Solicitation Package and Guidelines.

Task 2. Conditional Grant Award. This task involves compiling and submitting the required additional documentation following conditional grant award. Each project sponsor is required to compile the information and provide to PVWMA, as the grant administrator. PVWMA will submit the documentation, as listed below, to DWR within 30 days of conditional grant award:

- Detailed Work Plan per Exhibit A of the PSP
- Detailed Budget per Exhibit B of the PSP
- Documentation to support the Project Justification claims
- Project Performance Monitoring Plan
- Audited Financial Statements
- CEQA documentation
- Other materials that DWR deems necessary

Task 3. DWR Grant Agreement. PVWMA, as the applicant and grant administrator for the Pajaro River Watershed Emergency Drought Program Grant, will enter into an agreement with DWR establishing the terms and conditions of the grant. PVWMA has reviewed the template agreement and takes no exception to the terms. This task involves coordinating the preparation and execution of the agreement.

Task 4. Project Sponsor Grant Agreements. PVWMA, as the grant contracting agency, will execute grant agreements with each of the project sponsors (SBCWD / SCVWD / City of Watsonville) establishing the terms and conditions of the grant. The project sponsor agreements will mirror the DWR grant agreement. This task involves coordinating the preparation and execution of the agreements.

Task 5. Quarterly Grant Invoicing and Reporting. This task involves the compiling of quarterly invoices and quarterly reports from each of the project sponsors and preparation of a consolidated package for submittal to DWR. This task also involves working with the project sponsors to compile and submit the first invoice, which may include eligible match expenditures dating back to January 2010 and eligible reimbursable expenditures dating back to January 2014.

Task 6. Project Completion Reports. Within 90 days of completing each project, the project sponsor will prepare a project completion report consistent with the grant agreement. PVWMA will coordinate with DWR on submittal of the report and the release of retention invoice.

Task 7. Grant Completion Report. Within 90 days of completing the final project, PVWMA will prepare a grant completion report consistent with the grant agreement.

Deliverable	Completion Status	Schedule for Completion
Pajaro River Watershed Emergency Drought Program Grant Application	100%	July 2014
Project documentation following conditional grant award	0%	November 2014
DWR Grant Agreement	0%	December 2014
Quarterly Invoices and Reports	0%	Quarterly
Project Completion Reports	0%	90 Days Post Project