

QUALITY ASSURANCE

Demonstrate that appropriate and well-defined Quality Assurance and Quality Control (QA/QC) measures will be used in each task. The information-gained discussion and QA/QC plan in this section should be consistent and incorporated into the project work plan. QA/QC measures may include, but are not limited to the following:

The work will be managed by experienced Fire Department personnel, but performed by consultants. The consultants will be selected through a competitive process in part based on their qualifications to perform the tasks in the project. The required qualifications will include either California Professional Geologist or Professional Engineer.

A Quality Assurance and Quality Control (QA/QC) will be required as part of consultant proposals. Data review and data entry procedures performed as part of this project will be developed by the consultant selected to perform the work. The procedures, including a QA/QC process will be reviewed by the Fire Department in collaboration with the CCRWQC and DTSC prior to data entry. The Fire Department will base the QA/QC Program on the core concepts of:

- Planning for quality
- Individual accountability
- Independent technical review
- Quality management documentation

The Fire Department understands that successful project outcome is invariably a matter of balancing the full range of equally important, and often-times competing, project interests - scope, staffing, schedule, quality, and budget – to achieve the project goals and objectives of the Fire Department and collaborating agencies. The QA/QC program will be an essential element of assuring these interests are balanced in a way that increases the value of the work products.

The Fire Department will require the consultant to identify an “In-House Consultant” consistent with the functional needs and technical scope of the Project. The IHC In-House Consultant will manage the overall QA/QC process and ensure adherence to procedures, provide guidance for each task order, and participate in individual reviews where appropriate. The In-House Consultant will have the technical review responsibility for each project task, and will be accountable to the Project Manager. Multi-disciplinary tasks orders may require two or more individuals with appropriate expertise to perform the range of technical reviews necessary. Project deliverables (including: reports; technical memoranda or electronic communications that convey professional results or recommendations) will undergo technical review and be endorsed by the respective technical reviewer prior to submittal to the Fire Department.

No field testing or water quality analysis is proposed as part of this project. Data compiled will be subject to a review prior to entry into project data bases. The data entry will be subject to QA/QC procedures to be developed by the consultant selected to perform the work.

The Project does not include any testing or field work subject to construction standards or soils classification methods. The Project does not include any direct measurements governed by ASTM or USEPA standards.

No physical construction is required as part of the project. Data compilation and management will rely on existing, state developed software (GeoTracker) and industry standard data management software (Access).

The local aquifer has been modeled by USGS and that effort, including calibration, was well documented. The proposed Project will rely on conceptual models which do not require calibration.