

Draft Revised Contract Amendment Process

Level 1 Amendments

Level 1 amendments are defined as (a) cumulative time extensions up to nine months, (b) changes in scope of services that will not alter the final outcome of the project, and (c) budget increases not to exceed a total of \$25,000 for each contract. Decisions on amendments at this level are made by contracting agency staff after consulting with CALFED staff. Contracting agencies may delegate decision-making to the Executive Director of the CALFED Bay-Delta Program, as appropriate.

Level 2 Amendments

Level 2 amendments consist of requests for (a) cumulative time extensions over 9 months, or (b) cumulative budget increases up to 30% of the contract amount, but not greater than \$500,000 or (c) changes in scope of services that alter the final outcome of the project.

Requests for Level 2 and above project amendments will be subjected to review by scientific and technical experts. Scientists and technical experts will be identified to provide outside technical review of the requests. Each of these experts will have sufficient expertise to assess the scientific and/or technical qualities of the requests, but will not need to be familiar with the Bay-Delta system. It is anticipated that three or more scientists or technical experts will evaluate each request. Requests will be evaluated on their individual scientific and technical merit. The result of this review will be at least a one page narrative evaluating the request.

These amendment requests will be considered by an Ecosystem Roundtable Project Amendment Subcommittee at a publicly-noticed meeting. All Ecosystem Roundtable Subcommittee members will provide review and comment on the proposed amendments. Agency Liaison members of the amendment subcommittee will make their recommendation on proposed amendments based on the scientific and technical review and on input from the Ecosystem Roundtable members. Agency Liaison members will decide whether an individual item merits full Federal-State Management Group review and discussion, and/or Policy Group review. If an item is identified as not meriting additional discussion, then the Agency Liaisons' recommendation will be transmitted directly to the appropriate contracting agency. The Department of the Interior, Resources Agency, and the Environmental Protection Agency will have the final approval over their respective funding sources.

Level 3 Amendments

Level 3 amendments consist of amendment requests of cumulative budget increases of 30% or more of the contract amount or over \$500,000. Level 3 amendments will be reviewed through the same process as Level 2 amendments, but will be presented to the Policy Group which will transmit its recommendation to the respective funding source.

Reporting

All amendments will be reported to the Federal-State Management Group, Policy Group, Ecosystem Roundtable and BDAC as information items.