

**CONSIDERATION OF A RESOLUTION AUTHORIZING THE DIRECTOR, OR  
DESIGNEE, TO EXECUTE WORK ASSIGNMENT 19, UNDER TASK ORDER 1, FOR  
DISSOLVED OXYGEN PROJECT SUPPORT**

**Agenda Item: 10**

**Meeting Date: 8-14-03**

---

**Summary:** This resolution would authorize the Director, or designee, to execute a work assignment under an existing contract with Jones & Stokes to provide project management, meeting support on technical issues, and website management to ensure continued participation of stakeholders in the dissolved oxygen project. The State Water Resources Control Board Bay Protection and Toxic Cleanup Plan of 1999 allowed for the creation of a stakeholder process composed of San Joaquin River watershed interests to become engaged in the development of an implementation plan to solve the dissolved oxygen problem.

**Recommended Action:** Adopt Resolution 03-08-44.

---

**Staff Recommendation:** Staff recommends that the Authority adopt the attached resolution to provide project assistance and support needed for Ecosystem Restoration Program and Regional Water Quality Control Board (RWQCB) staffs to ensure stakeholder involvement in the dissolved oxygen project.

**Background**

Dissolved oxygen concentrations in the San Joaquin River (SJR) routinely fall below the water quality objective between June and October and create a migratory block for adult Chinook salmon. Continued stakeholder participation is critical for the selection of long-term solutions to correct the dissolved oxygen problem and completion of the CALFED Record of Decision dissolved oxygen commitments. Stakeholder participation is also an important aspect of the Central Valley Regional Water Quality Control Board (RWQCB) regulatory process and implementation plan. The State Water Resources Control Board Bay Protection and Toxic Cleanup Plan of 1999 allowed for the creation of a Stakeholder process composed of San Joaquin River watershed interests to become engaged in the development of an implementation plan to solve the dissolved oxygen problem. This proposed Work Assignment will provide project management, meeting support, and website maintenance to ensure continued participation of stakeholders in the dissolved oxygen project.

A goal of the Ecosystem Restoration Program (ERP) is to improve and/or maintain water and sediment quality conditions that support aquatic ecosystems in the Bay-Delta estuary and

watershed. Low dissolved oxygen in the SJR is an important water quality problem. The CALFED ROD identifies three commitments for steps to correct the dissolved oxygen problem and assigns the ERP as the responsible program element for carrying out the dissolved oxygen program actions. ERP staff is also responsible for the management and disbursement of Proposition 13 funds designated for correction and remediation of the dissolved oxygen problem. Approval of this proposed Work Assignment will provide the project assistance and project support needed for ERP and RWQCB staffs to ensure stakeholder involvement in the dissolved oxygen project. The Work Assignment will also advance progress towards achievement of CALFED Dissolved Oxygen ROD commitments and meet the milestones of the RWQCB regulatory schedule.

Expenditure of FY 03/04 Proposition 13 funds for this Work Assignment are contingent on Authority approval of a Receivable Interagency Agreement for Proposition 13 funds.

**Fiscal Information**

**Funding Source:** Proposition 13  
**Term:** July 1, 2003 through June 30, 2004  
**Total Amount:** \$160,821.00

**List of Attachments**

Proposed Scope of Work

**Contact**

**Name:** Dan Castleberry

**Phone:** (916) 445-0769

**CALIFORNIA BAY-DELTA AUTHORITY**  
**RESOLUTION NO. 03-08-44**

CONSIDERATION OF A RESOLUTION AUTHORIZING THE DIRECTOR, OR DESIGNEE, TO EXECUTE WORK ASSIGNMENT 19, UNDER TASK ORDER 1, FOR DISSOLVED OXYGEN PROJECT SUPPORT

**WHEREAS**, the Department of Water Resources, CALFED Bay-Delta Program, executed Contract No. 4600002622 with Jones & Stokes, to provide planning, environmental analysis, scientific, and technical services for oversight and coordination related to the Bay-Delta Program; and

**WHEREAS**, the Authority is statutorily authorized to conduct oversight and coordination related to the Bay-Delta Program; and

**WHEREAS**, the Authority will consider accepting assignment of Contract No. 4600002622 from the Department of Water Resources; and

**WHEREAS**, approval of a work assignment under the contract will provide necessary project assistance and project support to Ecosystem Restoration Program and Regional Water Quality Control Board (RWQCB) staffs to ensure stakeholder involvement in the dissolved oxygen project; and

**WHEREAS**, such a work assignment will also advance progress towards achievement of Dissolved Oxygen commitments under the CALFED Record of Decision and meet the milestones of the RWQCB regulatory schedule;

**NOW, THEREFORE, BE IT RESOLVED** that the Authority authorizes the Director, or designee, to execute Work Assignment 19, under Task Order 1 of Contract No. 4600002622 (Jones & Stokes), for Dissolved Oxygen Project Support, as generally described in the attached proposed scope of work, for an amount not to exceed \$160,820.64, subject to appropriation of adequate funds.

Agenda Item: 10  
Meeting Date: 8-14-03  
Page 4

#### CERTIFICATION

The undersigned Assistant to the California Bay-Delta Authority does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the California Bay-Delta Authority held on August 14, 2003.

Dated:

Heidi Rooks  
Assistant to the Bay-Delta Authority

**Attachment 1**  
**Dissolved Oxygen Project**  
**Individual Work Assignment No. 19**  
**Task Order No. 1 (Ecosystem Restoration)**  
**Proposed Scope of Work**

**1. Description of Work Assignment and Relationship to Task Order**

Continued participation in regional water quality issues, public support, and stakeholder participation is critical for success of the Dissolved Oxygen Total Maximum Daily Load (TMDL) Project. The main goals of this work assignment are to provide a mechanism for continued involvement in regional water quality forums, coordination assistance for CBDA, meeting facilitation, and public outreach and education, and stakeholder involvement. Through continued coordination and evaluation of the DO TMDL Process, the consultant will provide invaluable technical support by maintaining continuity of institutional memory and by providing specialized skills such as scientific understanding of proposed actions, regulatory processes, and facilitation expertise. This work assignment directly relates to Task Order No. 1 as it includes technical support, public involvement, development of public information and educational materials, and a web-based interface for water quality projects within the Ecosystem Restoration Program.

**2. Scope Of Work**

**Subtask 1c.19.1. Support DO TMDL Stakeholder Workgroup Meetings.**

The consultant will work with California Bay-Delta Authority (hereafter referred to as CBDA) and RWQCB staffs to plan, coordinate, and conduct up to sixteen DO TMDL stakeholder meetings. Planning and coordination of the workgroup meetings includes arranging for a meeting location, developing a meeting agenda, preparing meeting notices, distributing meeting notices via electronic mail & posting on the SJR TMDL website, preparing meeting handouts, and providing facilitation as necessary. The consultant provides crucial technical support with their comprehensive understanding of scientific issues fundamental to the causes of DO depletion and to the proposed methods of mitigation.

Consultant will attend all DO TMDL stakeholder meetings and prepare summaries of the meetings. Consultant will provide draft meeting summaries to the CBDA Task Coordinator, RWQCB staff and stakeholders for review within 7 days. Final meeting summaries will be prepared and posted within 14 days. Consultant will distribute summaries to the stakeholders via electronic mail and post on the SJR DO TMDL website.

The meetings will provide a mechanism for contractors performing work under CBDA contracts to meet regularly and update both the CBDA and the stakeholders on project progress towards completing the specified goals. Meeting may include such topics as upstream study programs, watershed workgroup meetings, and CBDA updates on work assignments, directed actions, and proposal solicitation packages.

### **Subtask 1c.19.2. Maintain Website.**

The Steering Committee developed and maintained an extensive website (<http://www.sjrtmdl.org/>) of meeting notes, study reports, and peer review comments. This site also serves as the primary communications link to stakeholders for the project.

Consultant will continue to operate and update the website with new information related to low dissolved oxygen in the Deep Water Ship Channel and the Dissolved Oxygen TMDL. Old or outdated material will be removed from the website on a monthly basis. This task includes monthly maintenance fees and domain name fees to host the website on the consultant's server. Consultant will work with CBDA Task Coordinator and recommend the appropriate water quality links to the existing CBDA website and databases. A combination of specialized water quality expertise on TMDL issues and computer skills are needed to efficiently manage the website and to discern the best methods for presenting and reporting technical reports and other information. The expertise is not currently available within the CBDA.

### **Subtask 1c.19.3. Remain involved in regional planning efforts, associated interest groups, agency planning, and special interest meetings.**

Consultant will assist CBDA in the DO TMDL process by utilizing staff with expertise in this area. Under the direction of CBDA Task Coordinator, staff will attend up to 36 meetings with such agencies as City departments, County departments, California state agencies, watershed groups, and special interest concerns that are all directly related to the DO TMDL process. Consultant will provide a written draft report to the CBDA Task Coordinator that describes the content of each meeting attended and its relationship to ongoing efforts in the SJR DO TMDL Process. After incorporating comments, the consultant will provide a final draft of the report.

The consultant provides a level of expertise in this subtask that is not available within the CBDA. The consultant has a regional comprehension of interrelated projects and initiatives currently being pursued by other entities/agencies that have both direct and indirect consequences to the success of the DO TMDL efforts. The consultant will be able to provide crucial connections between these parallel programs and define the ways in which the CBDA, RWQCB, and Stakeholders can better achieve the goals and objectives of the DO TMDL Process.

## **3. Deliverables**

The Contractor shall incorporate review comments from the CBDA Task Coordinator, RWQCB staff, and stakeholders on each of the following draft and final deliverables and obtain approval from the CBDA Program Manager for each step of this sequence.

### **Subtask 1c.19.1.**

- All meetings will be held in or near the City of Stockton unless circumstances warrant another location. Consultant will arrange the meeting rooms, prepare meeting agenda,

Agenda Item: 10

Meeting Date: 8-14-03

Page 7

meeting handouts, and meeting summary. Small group meetings to plan the agenda items will be held at least once a month by conference call arranged by the consultant.

#### **Subtask 1c.19.2**

- A website with current and timely information available to the DO TMDL stakeholders and the interested public. The website will be maintained to manage data in an accessible format. Consultant will also remove dated material and archive that data for use/reference at some later date.

#### **Subtask 1c.19.3**

- Contractor will submit one draft report for each meeting attended to the CBDA Task Coordinator and RWQCB for review. Contract will incorporate comments and submit a final report.

#### **4. Term/Schedule of deliverables**

The term of this Work Assignment is one year, commencing July 1, 2003. The schedule for specific deliverables for subtasks is as follows:

Task 1c.19.1: 7/1/03 – 6/30/04

Task 1c.19.2: 7/1/03 – 6/30/04

Task 1c.19.3: 7/1/03 – 6/30/04

Task 1c.19.4: 7/1/03 – 6/30/04

#### **5. Payment**

The maximum amount payable under this Work Assignment is \$160,820.64.

#### **6. Invoicing Procedures**

Invoices must be submitted in accordance with the Contract's Budget Detail and Payment Provisions and include the Contract Number, Task Order Number, and Work Assignment Number. If a work assignment includes more than one task order, invoices must be submitted for each task order.

#### **7. Contractor Staffing**

The Task Coordinator for the CBDA will be Barbara Marcotte. The CBDA Program Manager is Rhonda Reed. Doug Brewer will serve as the principal-in-charge and will be responsible for overall project quality. Tom Trexler will serve as the project manager and will be the day-to-day contact for CBDA staff.

**8. Representatives**

**CBDA Project Manager:**

Barbara Marcotte  
California Bay-Delta Authority  
Ecosystem Restoration Program  
650 Capitol Mall, 5th Floor  
Sacramento, CA 95814  
(916) 445-5196