

Statement of Work

Continued Technical Support for the San Joaquin Basin Real Time Management Program

April 7, 2009

PART I – GENERAL INFORMATION

A. Introduction:

The objective of this Statement of Work (SOW) is to obtain the services of a project coordinator to support the U.S. Bureau of Reclamation (Reclamation), Mid-Pacific Region. The salinity issues in the San Joaquin River are complex and diverse, involving many interested stakeholders. For the program to be successful, the process of developing and implementing such a program must have broad support and consensus from all parties. The first phase of work (Task Order 06A8204097C executed on 6/16/2008) consists of engaging stakeholders to develop a plan and design strategies for the San Joaquin Basin Real Time Management Program (RTMP). The second phase of work will entail addressing obstacles identified by stakeholders that prevent the process of developing a program from moving forward. The variable nature of the stakeholder process may cause the schedule to shift and require additional tasks; therefore, optional tasks will be included but not funded or exercised at this time.

The first phase of work, which included stakeholder surveys and a public workshop, identified a number of unknown issues which prevent stakeholders from moving forward in developing a RTMP. Questions regarding salt sources, infrastructure needs, and potential impacts of recent Regional Board activities in developing an upstream salinity TMDL on the San Joaquin River caused the stakeholder group to question the effectiveness and the plausibility of implementing such a program.

A RTMP could only function through a cooperative stakeholder effort where dischargers would hold back their discharges into the San Joaquin River during periods of no assimilative capacity. As the river gains assimilative capacity, dischargers will be able to release their discharges into the river. Success of the RTMP also will require establishing a governance structure, developing a multi-agency agreement, creating a sustainable funding mechanism, and instituting broad policies for basin water quality management.

B. Background:

Reclamation developed a Salt Management Plan to address salinity issues in the San Joaquin River. One of the activities outlined in the plan includes initiating stakeholder efforts to develop a RTMP. Obtaining a neutral third party coordinator to manage the group's efforts and keep the focus on developing a viable program without bias is necessary if the RTMP is to be developed through a collaborative stakeholder process. Additionally, the stakeholder survey revealed a sense of distrust toward Reclamation and a perception that Reclamation is unwilling to hear differing viewpoints about the feasibility or operations of real-time management.

The RTMP should be stakeholder driven and developed, and eventually stakeholder funded. The project coordinator should be capable of providing in-depth guidance in developing policy and interagency management agreements, knowledgeable and experienced in coordinated strategic planning, have an understanding of the technical issues, skilled in stakeholder facilitation,

experienced in planning, developing and implementing multiagency projects and work well with all parties to help Reclamation succeed in developing the RTMP. This effort will be carried out under Reclamation's existing authority granted under P.L. 108-361 (PTMS).

This service contract will engage a coordinator to:

- 1) Address stakeholder concerns that prevent full participation in the RTMP.
- 2) Prepare and conduct stakeholder meetings, workshops, and other activities to engage all parties in developing a viable RTMP.
- 3) Coordinate and oversee work groups to develop the necessary governance structure, agreements, policies, and funding mechanism to implement a RTMP.

PART II – WORK REQUIREMENT

A. Performance Summary/Technical Requirements

Task 1 – Identify Salinity Sources and Infrastructure Needs

Questions were raised from the stakeholder surveys and response from attendees at the first workshop regarding the size and location of storage facilities necessary to implement the concept of real-time management. Views among stakeholder vary greatly on infrastructure needs (storage types, sizes, and locations) thus prevent them from working together effectively or accepting the concept of real time management. This task shall provide conceptual-level answers to stakeholder questions by identify major salt sources in the San Joaquin River watershed that contribute to river salinity and by describing the size, location, and type of potential storage facilities to address these salt sources.

Task 1.1 Identify Salt Sources. Review existing literature and data to characterize major salt sources within the basin that contribute to river salinity. Describe the timing of salinity load, salt concentrations, and flows associated with each of these sources. Present and discuss findings with interested stakeholders as part of a technical group.

Task 1.2 Describe Infrastructure Needs. Use the information from the salt source analysis to identify general locations for storage or other infrastructure facilities to enable real-time management. Depict the conceptual-level sizes of these facilities and describe the types of storage facilities to meet these needs (e.g., berms to flood fields, groundwater storage, etc.). Present results to interested stakeholders as part of a technical group.

The storage size calculations shall be conceptual-level since detailed modeling is necessary to simulate storage needs, duration, and how the fill and release cycle would fit with the river's assimilative capacity is beyond the scope of this task. Similarly, specific sites for infrastructure shall not be identified because stakeholders will need to select the locations as the process moves forward. The analysis shall identify general areas where storage or other infrastructure will assist in real-time management.

Task 1.3 Prepare Technical Memorandum. Prepare draft and final Technical Memoranda (TM) documenting the findings from the work performed for this task including graphics, GIS maps and tabular form information and submit to Reclamation for review and comment. Provide RTMP stakeholders with the opportunity to comment on the Draft Final TM. Incorporate comments and submit final TM

Task 2 – Provide Upstream Salinity TMDL Implementation Stakeholder Support

This task shall provide an initial technical assessment of the implications the RTMP with the establishment TMDL limits upstream of the present Vernalis compliance location. The assessment shall include potential compliance benefits from RTMP and planning level costs. This effort shall engage the RTMP stakeholder group in the upstream salinity TMDL process currently initiated by the Central Valley Regional Water Quality Control Board (CVRWQCB).

Task 2.1 Provide Upstream Salinity TMDL technical support for RTMP. Compile available GIS layers to produce maps showing locations of major water districts, public and private wetlands and refuges tributary to the upstream TMDL reach of the San Joaquin River. Compile and conduct initial assessment of water quality monitoring data at these upstream locations. Assess potential compliance points and targets. Develop a conceptual model of the upstream TMDL and comparative costs (low, medium, high) for up to three options to be selected with the stakeholders.

Task 2.2 Introduce the concepts related to the upstream salinity TMDL process at the RTMP stakeholder meeting(s). Work with the CVRWQCB to acquire and summarize available monitoring and modeling information for presentation to RTMP stakeholders. Coordinate closely with the CVRWQCB to integrate RTMP into the TMDL process. Utilize the conceptual costs estimates prepared in Task 2.1 for cost-benefit comparisons supporting RTMP scenarios.

Task 2.3 Prepare Technical Memorandum. Prepare draft and final Technical Memoranda (TM) documenting the findings from the work performed for this task and submit to Reclamation for review and comment. Provide RTMP stakeholders with the opportunity to comment on the Draft Final TM. Incorporate comments and submit final TM.

Option Task 3 – Assist Reclamation in Facilitating and Coordinating Development of the RTMP

Due to the stakeholder process, the RTMP schedule may lengthen due to additional meetings and stakeholder interaction. The Contractor shall work with Reclamation to coordinate and facilitate meetings with the stakeholder group and associated work groups. The goals and functions of these work groups are different and required different plans and strategies.

The efforts required from the Contractor shall include:

- 1) Support Reclamation in coordinating and facilitating formal and informal meetings, agenda development and meeting(s) preparation;*
- 2) Participate in meetings and conference calls (in person meetings, include travel expenses, limited materials expense and room charges, if any); and teleconferences (for meetings where in person attendance is not required);*
- 3) Use existing participant information and available data to assist Reclamation staff and RTMP groups with outreach efforts and solicit participation and partnership from agricultural, environmental, municipal and industrial, and other interested stakeholders as the process develops;*
- 4) Assist Reclamation staff with public communication coordination;*
- 5) Participate in policy and strategy meetings by providing alternative views; offering guidance and direction from previous stakeholder work; evaluating*

6) Document efforts in brief informal reports or memoranda to be submitted to Reclamation.

Additionally, the Contractor shall manage this project and other cooperative work with Reclamation to make the best use of available funds. Contractor shall prepare, with the input of Reclamation and the work group committees, a Phase III scoping report to plan the next phase of work.

Option Task 4 – Conduct Workshops and Working Groups Coordination

The Contractor shall work with Reclamation to develop and prepare the workshop agendas and outreach materials for the public workshops. The Contractor shall participate in meetings or conduct regular conference calls with the working groups to track project progress, share information, and integrate working priorities. The Contractor shall provide two (2) one-day workshops to stakeholders. The workshops shall be planned after the optional task is executed. Contractor shall manage and coordinate the program, presentations and venue. Each of these workshops could be accomplished through a partnership with other organizations or governmental agencies. Contractor shall summarize each workshop in a brief report.

Option Task 5 – Provide Technical Support for the Working Groups

This task requires the expertise of a Contractor in overseeing, integrating and supporting the technical tasks between the technical work groups. The functions of the technical work groups are different. The Contractor shall provide guidance and knowledge to assist the groups in evaluating the technical tasks, oversee the work schedules and priorities, and assist Reclamation and the project Coordinator with insights and recommendations on the development of the RTMP and other salinity related issues in the Basin.

B. Government Furnished Property and Services:

Not Applicable.

C. Deliverables/Required Reports:

Deliverables –

Task 1 and 2 –

- Provide draft, draft final, and final technical memorandum that identifies salt sources and describes conceptual-level infrastructure needs. Incorporate comments and responses from stakeholders.
- Provide presentation materials and meeting summaries for two (2) stakeholder meetings.
- Provide draft, draft final, and final technical memorandum with discussion of potential impacts and needs from the upstream San Joaquin River Salinity TMDL. Incorporate comments and responses from stakeholders.

Option Task 3 -

- Provide informal reports and memoranda to Reclamation as indicated under the tasks descriptions. Provide monthly reports and meeting summaries to document all activities and support invoicing.

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Option Task 5 –

- *Monthly Reports shall be submitted to Reclamation and project Coordinator to report progress and status of the technical tasks.*

PART III – SUPPORTING INFORMATION

A. Security Access:

Not Applicable.

B. Place of Performance:

Work shall be performed at various locations (meetings, workshops and presentations, etc.). Attend coordination meetings and conduct conference calls if requested by Reclamation and the working groups.

C. Period of Performance:

The duration of the project shall be the Date of Contract awarded through December 31, 2011.

Schedule:

This work is critical to the success of the program and should be executed in accordance with the schedule described below which is based on the Date of Contract awarded through December 31, 2010.

Tasks 1 and 2 are independent and shall proceed from the Date of Contract awarded through December 31, 2010. In case some efforts need to be placed on hold due to program schedule changes, the original schedule shall be modified to accommodate project performance.

Task 3 - 5 are independent and shall proceed pending available funds and program needs. If funding is available, the schedule for Task 3, 4 and 5 should be conditioned by the Date of Contract awarded through December 31, 2011.

D. Special Considerations:

None

