

LOS OSOS WASTEWATER PROJECT BIOLOGICAL MONITORING SERVICES

SCOPE OF WORK

Task 1. Environmental Awareness Training and Contractor Interface

Prior to and during construction, project staff must be informed of the environmental avoidance and mitigation measures that are required to be implemented during project implementation. SWCA will be available to coordinate an environmental kick off meeting, a pre-project training for monitors, and three contractor trainings to inform all project staff of the project requirements. Our budget includes 42 man hours to prepare and present the various project environmental awareness trainings. Budget for on-going contractor training during project implementation is included in the cost estimate for on-going project monitoring (Task 3).

Project Environmental Kick-off Meeting

The LOWP includes numerous stakeholders, all of whom must provide their insight and requirements for successful project construction. SWCA will assist the County of San Luis Obispo (County) in hosting a project environmental kick-off meeting for agency staff, key contractor personnel, County staff, and the monitoring team. This meeting would provide a forum for establishing a common understanding of project requirements, staff responsibilities, communications, and interdisciplinary team problem solving.

Pre-project Monitor Training

Effective interface with contractors, staff, and the community will be an essential aspect of the monitoring team's tasks. Prior to conducting monitoring activities, SWCA monitors will coordinate with County staff to develop a pre-project training session for all monitors that emphasizes project logistics, safety, the project monitoring program, and effective monitoring procedures. The monitoring team will develop an effective communication strategy to be implemented while monitoring the project. The pre-project monitor training will also include discussions on how to communicate with residents or media who are both supportive of and in opposition to the project.

Contractor Environmental Awareness Training

The Coastal Development Permit (CDP) and Biological Opinion (BO; 8-8-11-F-5R) for the project require all project staff to attend an environmental awareness training prior to working on the project. SWCA will be available to prepare a project specific Power Point Presentation that focuses on Morro shoulderband snail (*Helminthoglypta walkeriana*), California red-legged frog (*Rana draytonii*), steelhead (*Oncorhynchus mykiss*), monarch butterflies (*Danaus plexippus*), nesting birds, oak trees and woodlands, riparian habitats, and coastal sage scrub. The presentation will discuss permit and regulatory requirements, the species' habitat requirements, life history, and conservation status. Discussions of sensitive vegetation will also be included. Protections afforded by the Federal Endangered Species Act, California Endangered Species Act, Migratory Bird Treaty Act, and other regulations will be discussed and the project-specific avoidance and minimization measures will be reviewed. Resource specific cards/handouts will be provided to project staff designed to be easily referenced and used by contractors (e.g., laminated, on a key ring, wallet or pocket sized, etc.). Our proposed budget for this task includes preparing the presentation and presenting it at three formal Contractor Environmental Training sessions.

New staff will arrive on-site throughout the project duration. To ensure new project staff attends the training, SWCA will conduct periodic tailgate meetings and develop a digital copy of the training presentation. Tailgate meetings will be held on-site as necessary and SWCA will create a narrated digital video of the contractor training presentation that new contractors can view prior to starting work. The

digital video can be kept on-site and will be viewable with standard personal computers that support DVD media. This will allow all contractors quick access to the training presentation.

Task 2. Pre-construction Surveys

Per the CDP and BO for the project, pre-construction surveys will be required for MSS, sensitive bird species, and other sensitive species. The focus of the surveys is to determine the species presence or absence in and near the work area and allow for relocation or avoidance, if necessary. SWCA anticipates pre-construction surveys to be necessary throughout the project duration. However, the most intensive survey work will likely take place in the beginning phases of the project. This early survey work may include assisting County staff with clearing the Broderson parcel, Midtown parcel, and various staging areas prior to disturbance. Based on anticipated project needs, SWCA's budget provides for 480 man hours to be applied to pre-construction survey work. This assumes four full-time weeks of survey work for three MSS permitted biologists. Budget for additional survey work that may arise during the project is included in the cost estimate for on-going project monitoring (Task 3).

Morro Shoulderband Snail

The BO for the project requires pre-construction surveys to be completed in areas containing potential MSS habitat. Prior to construction in coastal scrub, veldt grass areas, landscape areas, and other areas containing potential MSS habitat, our permitted biologists would utilize hand search methods to survey for MSS. If live MSS are identified in a work area and are in jeopardy of harm, SWCA's U.S. Fish and Wildlife Service (USFWS)-permitted biologists will capture the individual(s), document and photograph the individual's condition (e.g., damage, size, etc.), and relocate it to suitable habitat nearby. If suitable habitat is not available nearby, the biologist will transport the individual(s) off-site. Off-site locations will be identified in consultation with USFWS staff during the Project Environmental Kick-off Meeting.

Nesting Bird Surveys

According to the CDP, surveys for nesting birds must be conducted prior to disturbance of suitable habitat in the general nesting bird season. The nesting bird surveys must be completed as specified by CDP Conditions 69 and 70. These conditions state that the surveys must be conducted within 10 calendar days prior to disturbances and must confirm the presence/absence of nesting birds. If an active nest is identified, the biologist would establish the required buffer around the nest. The SWCA project manager would immediately notify the County team and the pertinent contractor representative to assist in coordinating project implementation alternatives.

Monarch and Morro Blue Butterflies

Conditions 58 and 59 of the CDP focus on avoiding or minimizing impacts to monarch and Morro blue butterflies (*Icaricia icarioides morroensis*). The LOWP must avoid impacts to monarch butterfly winter roost habitat, where feasible. Potential monarch winter roost habitat includes known roost sites (Monarch Dunes) and areas supporting dense clusters of tall eucalyptus trees (*Eucalyptus* spp.) and other tree species. If impacts to these habitat types may occur between October and February, SWCA's biologists will be available to conduct surveys in the affected area to determine if the area is suitable for monarch roosting. To satisfy condition 59 of the CDP, our biologists will also be available to conduct Morro blue butterfly surveys in the Broderson and Mid-town properties, if these surveys are deemed necessary.

Task 3. On-going Biological Monitoring

We anticipate that on-going monitoring activities would be to coordinate with County and contractor staff, conduct pre-construction surveys, capture and relocate wildlife, establish and monitor environmental protection zones, and document construction and monitoring activities. Pre-disturbance surveys and species relocation efforts will be conducted as discussed in Task 2. The following provides general descriptions of SWCA's proposed SOW to establish and monitor environmental protection zones and document construction and monitoring activities. We recognize that other tasks may arise during project

implementation and we anticipate assisting the County with additional tasks, as necessary. Based on anticipated project scheduling, our budget for on-going biological monitoring includes 800 man hours, which allows for one full-time monitor for the first two months of construction and one half-time monitor for up to six months of construction.

Establish and Inspect Exclusion Zones

Establishment and monitoring of environmental exclusion zones will be an essential means of complying with the project conditions. SWCA biologists will be available to assist County staff with directing the appropriate placement of exclusion fencing to ensure that project activities minimize “take” of MSS, disturbance of MSS habitat, or impacts to other sensitive resources. SWCA’s biologist will be available to conduct field visits with the contractor prior to mobilizing work crews in areas where sensitive species or habitats could be present. The focus of the field visit would be to flag exclusion areas and identify locations where installation of construction fencing is appropriate. Once fencing is installed and work has commenced, monitors would periodically inspect the area to ensure that fence integrity is maintained and that project activities are confined to the allowable work zones.

Reporting and Documentation

As part of the County environmental monitoring team, our staff would be diligent in maintaining regular documentation of project activities. At a minimum, SWCA monitors will prepare daily reports in a County-approved format that discuss project activities, species surveyed for and identified, relevant project communications, project compliance, and needed project actions. Mr. Belt, the SWCA Project Manager, will summarize the daily reports in weekly reports that would be submitted to the appropriate project staff. Mr. Belt would be available to combine the weekly reports into inclusive monthly reports suitable for agency submittal, if requested to do so. The monthly reports would provide detailed discussions on the location and extent of activities, compliance issues, names and titles of monitors, and other pertinent information.

Task 4. Project Management and Coordination

Mr. Belt will be the point of contact for the County and will facilitate SWCA’s project involvement. Project facilitation will include receiving and responding to County requests, scheduling project staff, processing invoices, aiding project communications, ensuring the project remains on schedule, and ensuring that all parties involved have the materials needed to conduct their scope of work. The budget provided for project management tasks is 10% of the total costs for Tasks 1 through 3.

COST ESTIMATE

We propose a time and materials not to exceed budget of **\$132,108.00** for the tasks outlined in this proposal. Table 1 provides an itemized list of the cost estimate by task.

Table 1. Scope of Work Cost Estimate

Task	Fee
Task 1. Environmental Awareness Training and Contractor Interface	\$3,675
Task 2. Pre-disturbance Surveys	\$43,026
Task 3. On-going Biological Monitoring	\$73,660
Task 3. Project Management and Coordination	\$11,747
PROJECT TOTAL	\$132,108