



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

May 29, 2014

BY ELECTRONIC MAIL

Dear Fellow Primary Stakeholders,

Subject: Request for Approval of Contract Extension with RMC Water and Environment for Completion of Salt and Nutrient Management Plan for the Paso Robles Groundwater Basin

We continue to make progress, albeit slower than originally expected, on development of a Salt and Nutrient Management Plan (SNMP) for the Paso Robles Groundwater Basin. RMC Water and Environment (RMC) recently completed Technical Memoranda 3 and 4 and will be presenting the results and seeking our input on appropriate management strategies at the next public workshop on June 20, 2014. This will then lead to development of a groundwater monitoring plan and completion of the SNMP. Central Coast Water Board staff has allowed additional time for completion of the SNMP by extending the deadline for submittal until December 31, 2014.

Regarding administration of the project, the County has been awarded a \$100,000 grant from the Department of Water Resources (DWR) to offset the cost of SNMP development. The County and I are presently in the process of invoicing DWR for the SNMP costs incurred thus far. This will greatly reduce the total cost of the SNMP to each of our respective agencies.

Unfortunately, this reduction will be offset somewhat by the need to extend the contract with RMC for additional work needed to complete the SNMP. Despite our best efforts to scope out the work in the beginning, additional work was needed for technical reasons and to satisfy Water Board requirements. This additional work is described in the attached letter from RMC dated May 27, 2014. RMC is requesting a budget increase of \$38,204. I believe this budget increase is reasonable and appropriate, thus I am requesting your approval to proceed with changes to the City's contract with RMC.

Our Reimbursement Agreement dated December 2012 states,

"...should it be necessary to expand or reduce the scope of work, because of Central Coast Water Board demands or other relevant technical reasons, then two thirds of the Parties must agree to the increase of scope of work, cost and proportionate shares of reimbursement of costs to the City of Paso Robles in writing before a change order is executed with the Consultant."

The following revisions to the cost share table from the Reimbursement Agreement show what each of your agencies dollar share would be with the grant and proposed budget increase.

Party	Proportionate Share without Planning Grant	Dollar Share without Planning Grant	Dollar Share with Planning Grant and Budget Increase
County Service Area 7A (Oak Shores)	0.26%	\$451	\$194 \$290
SLOFC&WCD	13.53%	\$23,474	\$9,944 \$15,112
City of Atascadero	28.88%	\$50,106	\$21,225 \$32,258
Templeton CSD	4.88%	\$8,465	\$3,586 \$5,450
City of Paso Robles	48.06%	\$83,373	\$35,317 \$53,681
San Miguel CSD	2.21%	\$3,827	\$1,621 \$2,468
Heritage Ranch CSD	1.50%	\$2,595	\$1,099 \$1,675
Camp Roberts	0.69%	\$1,199	\$508 \$771
Planning Grant	--	--	\$100,000
Total	100%	\$ 173,491	\$173,491 \$211,695

I believe each party's dollar share with the DWR grant and budget increase will still be less than what each party originally approved for funding when we embarked on this project.

Please consider this request and respond to me in writing (an email would suffice) stating whether or not you agree to this contract extension with RMC Water Environment. I kindly request your response by **Wednesday, June 11, 2014**.

If you have any questions, please contact me at (805) 227-7200 ext. 7716 or mthompson@prcity.com.

Sincerely,

/s/

Matt Thompson
Wastewater Division Manager

Attachment



May 27, 2014

Matt Thompson
Wastewater Division Manager
City of Paso Robles
1000 Spring Street
Paso Robles, CA 93446

Subject: Request for Amendment to Contract for Professional Services for the Preparation of a Salt and Nutrient Management Plan for the Paso Robles Groundwater Basin

Dear Matt:

As we have previously discussed, RMC Water and Environment (RMC) is hereby requesting an amendment to our existing agreement with the City of Paso Robles (City) for preparation of a Salt and Nutrient Management Plan (SNMP) for the Paso Robles Groundwater Basin. Our present authorized scope of work consists of nine tasks, two of which are administrative in nature (Task 8 – Quality Assurance and Quality Control, and Task 9 – Project Management). Of the seven remaining tasks, three have been completed (Task 2 – Establish Basin Characteristics; Task 3 – Identify Existing and Foreseeable Salt and Nutrient Sources; and Task 4 – Salt and Nutrient Evaluation) and two are approximately half-way complete (Task 1 – Facilitate a Collective Process and Task 5 – Implementation Measures, Goals and Objectives). As noted in our monthly progress reports, completion of Tasks 2, 3 and 4 ended up costing more than originally anticipated, and Task 9 is also presently running over its task budget. Please note, however, that we presently have approximately \$15,000 remaining in our currently authorized budget for completing the SNMP. The reasons for the additional costs on Tasks 2, 3 and 4 are as follows:

- Task 2 – When originally scoped, this task was to characterize the groundwater basin as a whole. After considering available information and anticipated recycled water use in the groundwater basin, two study areas were included for ‘individual’ evaluation – the Atascadero Subbasin and the Estrella Study Area. As a result, separate water balances were generated for these study areas, requiring an additional level of effort. Similarly, some of the GIS layers generated during this task were used in the assimilative capacity and loading analysis, and an additional level of effort was required for generating these layers in order to ensure that a sufficient level of detail was available completing the analyses for these two individual study areas in addition to the groundwater basin as a whole.

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- Tasks 3 and 4 – These two technical memoranda are interlinked, such that changes to one (i.e. changes to modeling assumptions) required modifications to the other. In order to accelerate preparation of Technical Memorandum (TM) 3 and the associated ‘buy-in’ from the Central Coast Regional Water Quality Control Board (RWQCB), we prepared this TM in parts, developing an interim TM (TM3a) which was not in our original scope of work. Additionally, multiple versions of both TM3 and TM4 were completed, each reviewed by the primary stakeholders. In total, five versions of TM3 were completed (including the preparation of TM3a) and five versions of TM4 were completed.
- Task 9 – This project was initially supposed to be completed by the end of 2013; based on our present schedule, we anticipate completion of the SNMP by the end of 2014. Reasons for the schedule extension include ongoing discussions with the Central Coast RWQCB regarding use of the Basin Plan water quality objectives, delays in receiving data necessary for the modeling and feedback on draft documents, and multiple iterations of modeling analyses.

To date, the additional project costs for the added analysis detail and supplementary TM reviews and modifications have totaled \$38,204. We are recommending that our authorized scope and maximum authorized budget be amended by this amount to include this unanticipated work such that we may complete the balance of the scoped work within the original budget. With these additional funds, we feel we have sufficient budget remaining to complete this project in a timely manner, and will not require any additional funding for the project website development and maintenance (Amendment Number 1 to our existing contract).

In summary, we are requesting that the contracted scope, maximum authorized budget and schedule included in our October 8, 2012 agreement be revised to reflect changes in the project’s authorized budget (documenting a budget increase of \$38,204 for a total authorized budget of \$211,695) and schedule (with a project completion date of December 31, 2014).

Thank you again for this opportunity to continue RMC’s service to the City of Paso Robles and the stakeholders representing the Paso Robles Groundwater Basin.

Sincerely,



David L. Richardson, P.E.
Principal-in-Charge



Leslie Dumas, P.E.
Project Manager