

TO: City Council
FROM: Doug Monn, Public Works Director
SUBJECT: Recycled Water Production Facilities
DATE: October 7, 2014

NEEDS: For the City Council to consider amending a contract with SWCA Environmental Consultants to provide environmental consulting services for recycled water production facilities.

FACTS:

1. The City has a master plan to produce recycled water.
2. In April 2014, the City extended a contract with engineering firm Black & Veatch, to prepare a preliminary design of facilities (filtration, disinfection) needed at the City's wastewater treatment plant to produce recycled water that meets California Department of Public Health requirements.
3. State Proposition 1, a \$7.12 billion water bond measure, will be on the November ballot. If approved, Proposition 1 will allocate \$725 million for recycled water projects.
4. Similar past water bonds have resulted in zero percent interest loans and "principal forgiveness" loans (grants) for recycled water projects on a first come first serve basis, through the State's Revolving Fund (SRF) loan program.
5. In order for the City to be eligible for such a loan, the City's application must comply with SRF's environmental, technical, legal, and financial requirements.
6. In order to comply with SRF's environmental requirements, the City requires the services of a specialized environmental consultant.
7. The City presently has a contract with SWCA Environmental Consultants of San Luis Obispo, for environmental consulting services related to upgrade of the City's wastewater treatment plant upgrade.
8. City staff has negotiated a scope of work and fee with SWCA Environmental Consultants for environmental consulting services for recycled water production facilities. The scope of work and fee are attached. Tasks include preparation of an initial study and mitigated negative declaration, and consultation with permitting agencies such as U.S. Fish and Wildlife Service. SWCA's fee for this scope of work is \$21,183.

**ANALYSIS &
CONCLUSION:**

SWCA Environmental Consultants has demonstrated through its work on the wastewater treatment plant upgrade that it is well qualified to prepare environmental documents that meet SRF requirements. Since SWCA Environmental Consultants has already completed biological, archaeological, and historical studies of the treatment plant site, SWCA is in the best position to complete all necessary environmental documents for recycled water production facilities expeditiously and economically. Extending a contract with SWCA Environmental Consultants would help position the City to compete for low interest loans and grants.

POLICY

REFERENCE: Integrated Water Resources Plan, Recycled Water Master Plan

FISCAL

IMPACT: The proposed expenditure of \$21,183 will not have an adverse impact on the Sewer Fund. If the City finances construction of the recycled water facilities through an SRF loan, these environmental consulting costs may be incorporated into the loan.

OPTIONS:

- a. Adopt Resolution No. 14-XX, to amend an existing contract with SWCA Environmental Consultants, for environmental services for recycled water production facilities, for an amount not to exceed \$21,183.
- b. Amend, modify or reject the above option.

ATTACHMENTS:

1. SWCA Environmental Consultant's scope of work and fee
2. Resolution No. 14-XX

Report prepared by Matt Thompson, Wastewater Division Manager



ENVIRONMENTAL CONSULTANTS
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September 1, 2014

Matt Thompson, P.E.
Wastewater Resource Manager
City of Paso Robles
1000 Spring Street
Paso Robles, California, 93446

Submitted via email: MThompson@prcity.com

SUBJECT: *Proposal to Provide Environmental Services for the Recycled Water Production Facilities Project (SWCA Project No. P30462)*

Dear Mr. Thompson:

SWCA Environmental Consultants (SWCA) appreciates the opportunity to provide the City of Paso Robles (City) with our scope of work and cost estimate to provide environmental services for proposed Recycled Water Production Facilities Project at the Paso Robles Wastewater Treatment Facility, including the City's Wastewater Change Petition (project). It is our understanding that the City anticipates that an Initial Study/Mitigated Negative Declaration may be the appropriate CEQA document. In addition, the review and approval process will include Section 7 consultation with the U.S. Fish and Wildlife Service (USFWS) at a minimum.

The cost to complete the proposed tasks, as described in the attached scope of work, is a **time and materials, not-to-exceed** amount of **\$21,183** (including documents, meetings, and hearing) and agency consultation. Thank you for providing us with the opportunity to continue our work with you on this project. Should you have any questions regarding our scope of work or cost estimate, please contact Jon Claxton at (805) 543-7095, extension 6813, or via email at jclaxton@swca.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Claxton".

Jon Claxton
Natural Resources Team Leader/Project Manager

A handwritten signature in blue ink, appearing to read "Shawna Scott".

Shawna Scott
Planning Team Leader

Attachment: Scope of Work

RECYCLED WATER PRODUCTION FACILITIES PROJECT

ENVIRONMENTAL REVIEW

SCOPE OF WORK

SWCA Environmental Consultants (SWCA) prepared the Initial Study/Mitigated Negative Declaration (IS/MND) for the Paso Robles Wastewater Treatment Facility located at 3200 Sulphur Springs Road, in the City of Paso Robles. The project description included in the adopted IS/MND included improvements and upgrades for an advanced secondary treatment process, including accommodations for tertiary treatment to produce recycled water in the long term. We understand that the current project would include the specific improvements to within the property boundaries of the existing Wastewater Treatment Plant to produce recycled water. The City is applying for Clean Water State Revolving Funds (CWSRF) through the State Water Resource Control Board (State Water Board) to fund this project. The CWSRF Program is partially funded by a capitalization grant from the U.S. Environmental Protection Agency (USEPA) and issuance of the funds is considered equivalent to a federal action. The City would also prepare and submit a Wastewater Change Petition to divert wastewater currently discharged to the Salinas River into the recycled water system. Therefore, the proposed project would require state and federal clearances, at a minimum including "CEQA-Plus" review and USFWS Section 7 Endangered Species Act consultation. These clearances are required by the State Water Board as part of the application process for funding.

Our proposed scope of work includes the following tasks, which are described in additional detail below:

- Preparation of project description, with input from the City and Black & Veatch (including a preliminary site plan and grading plan), within 4 to 5 months from notice to proceed.
- Preparation of an IS/MND, building upon the IS/MND that was prepared and filed for the Wastewater Treatment Plant Upgrade Project.
- Coordination with Susan DeCarli of the City's Planning Department to understand what the City's latest requirements are.
- Early coordination support with US Fish and Wildlife Service, to be led by the federal lead agency (Environmental Protection Agency) in order to determine reporting requirements and verify that existing biological information is sufficient. Preparation of a formal Biological Assessment may be required.
- Section 7 consultation with NOAA Fisheries. Preparation of stand-alone Biological Assessment documenting potential effects on steelhead.
- Early coordination with the environmental compliance staff at the State to ensure our documentation meets their requirements.

Task 1: Initial Study / Mitigated Negative Declaration

Task 1.1: Project Description

SWCA will prepare a written project description based on plans received from the City. The administrative draft project description will be provided in electronic form. Upon receipt of comments and clarifications from the City, SWCA will prepare a final project description. This task will be completed within four to five months from the notice to proceed, and within two weeks upon receipt of preliminary site and grading plans from the City.

Task 1.2: Early Coordination

Upon completion of the project description, SWCA will coordinate directly with Susan DeCarli, City Planning Department, to ensure the IS/MND format, scope, and content is consistent with the City's requirements. SWCA will also coordinate directly with City staff (Matt Thompson) and State staff to ensure

the analysis and information presented in the IS/MND will meet the state's requirements for consideration of the CWSRF application, and to ensure all forms and documentation are complete.

Task 1.3: Initial Study / Mitigated Negative Declaration

Preparation of the IS/MND will include an assessment of all resources as required by CEQA Guidelines Appendix G. The environmental analysis will incorporate all approved and updated technical studies (i.e. Biological Assessment) and any information provided by the City and other agencies. Additional background information will be obtained from the City General Plan and project documents, resource agency online documents, and our in-house library. The Draft Notice of Determination (NOD) form will accompany the IS Checklist. Our submittal will include a Mitigation Monitoring and Reporting Program (MMRP), which will identify each mitigation measure, the appropriate milestone or timing to implement the measure, the responsible party, and any reporting requirements.

SWCA will submit an Administrative Draft IS/MND for the City's review and approval. Upon receipt of city comments on the Administrative Draft, SWCA will finalize the NOD, IS Checklist, and MMP for public review and circulation. This task includes preparation of the Notice of Completion (NOC) form and Notice of Intent to Adopt an MND (NOI). Our scope of work assumes that SWCA will provide a complete electronic versions of all documents to the City, including Word (.doc) and Adobe (.pdf) versions. We assume that City administrative staff will submit the NOC and 15 copies of the IS/MND to the State Clearinghouse, file the NOI with the County Clerk, and post the notice in the newspaper and City website. We will provide written responses to comments received during circulation of the IS/MND.

At this time, no additional technical studies are anticipated, aside from biological work discussed below. Updated air quality modeling (using CalEEMod) will be incorporated into the IS/MND, and output spreadsheets will be appended.

Task 1.4: Meetings and Hearings

The scope of work includes one site visit and up to three in-person meetings with City staff, agencies, and interested parties (if necessary). Our scope of work includes preparation for and attendance at one anticipated project hearing. We are prepared to present information and respond to questions.

Task 1 Cost Estimate

The cost for this task would be **\$9,983**.

Task 2: Endangered Species Act Consultation Support

According to California Water Code 1701.3(b)(2), the State may request additional information to demonstrate compliance with the California Fish and Game Code or the federal Endangered Species Act (16 U.S.C. Sec. 1531 et seq.). The following describes the scope of services anticipated during the Section 7 consultation process, which will be necessary with USFWS and NOAA Fisheries. The scope of services for coordinating with the California Department of Fish and Wildlife (CDFW) would be completed through coordination with CDFW during the CEQA process (Task 1).

Task 2.1: U.S. Fish and Wildlife Service Consultation

In 2012, SWCA provided support to the City, EPA and the State during the Section 7 consultation process for the Wastewater Treatment Plant Upgrade. At this time, the USFWS agreed to utilize the existing biological resources report that was initially prepared in support of the MND, as opposed to having the City prepare a formal Biological Assessment per the federal guidelines. However, the USFWS did require that a protocol-level survey for Least Bell's vireo be conducted to support the justification for a "no effect" call to this species. Biological studies are generally considered valid for 2-3 years.

As part of this scope of work, SWCA proposes to provide support to the City, State and EPA during early coordination with the USFWS. SWCA is not allowed to directly coordinate with the USFWS since SWCA is not a federal agency. However, as an initial step, SWCA would request that the EPA take the lead in early coordination with the USFWS to determine in writing what technical studies or documentation will be

required by the USFWS for Section 7 consultation purposes. It is anticipated that the USFWS would require that a formal Biological Assessment be prepared and submitted to their agency for review. SWCA does not anticipate at this time that any protocol-level field surveys would be required as part of this effort due to existing documentation, and on-going monitoring efforts as part of the Water Treatment Plant Upgrade. Therefore, this scope of work is limited to the preparation of a formal Biological Assessment, which will only address federal terrestrial species.

Given past experience in working with the USFWS on the Section 7 consultation effort for the Water Treatment Plant Upgrade Project, SWCA anticipates that there will be a moderate amount of internal coordination and no more than two meetings (teleconference) required as part of this process.

Task 2.1 Cost Estimate

The cost for this task would be **\$6,594.00**.

Task 2.2: National Oceanic and Atmospheric Administration (NOAA) Fisheries

To ensure compliance with the federal Endangered Species Act and in order to adhere to the California Water Code, SWCA recommends early coordination with NOAA Fisheries to solicit input regarding the level of documentation required to satisfy the Section 7 consultation. As with the USFWS, SWCA is not allowed to directly coordinate with NOAA Fisheries. However, SWCA would support the initial coordination effort which would be led by the EPA. At this time, SWCA anticipates that a separate Biological Assessment would need to be prepared in order to address potential impacts to steelhead. SWCA does not anticipate that any focused surveys would need to be conducted to complete this analysis.

Overall, it has been SWCA's experience that coordinating with NOAA Fisheries staff is straight forward in comparison to coordination with the USFWS. SWCA anticipates that there will be a minimal amount of internal coordination and no more than one meeting (teleconference) with NOAA Fisheries would be required.

Task 2.2 Cost Estimate

The cost for this task would be **\$4,606.00**.

Assumptions

SWCA assumes that there will be no impacts to the jurisdiction of the US Army Corps of Engineers or California Department of Fish and Wildlife as a result of the Recycled Water Production Facility. Any additional focused, or protocol-level, studies or requirements beyond the preparation of the Biological Assessment and coordination with USFWS/NOAA Fisheries would be conducted under a separate scope and budget.

Table 1. Cost Estimate

SWCA Environmental Consultants
 Project Budget Template - Executive Summary



Project Name: Paso Recycled Water Project

Phase Name	Task Name	Labor Hours	Labor Dollars	Total Budget \$	Total Budget \$ with Taxes
Phase 01: Initial Study / MND	Task 01: Project Description	11 \$	1,177 \$	1,177 \$	1,177
Phase 01: Initial Study / MND	Task 02: Early Coordination	8 \$	1,016 \$	1,016 \$	1,016
Phase 01: Initial Study / MND	Task 03: Initial Study/MND	46 \$	4,918 \$	4,918 \$	4,918
Phase 01: Initial Study / MND	Task 04: Meetings and Hearing	24 \$	2,872 \$	2,872 \$	2,872
Phase 02: Endangered Species Act (Task 01: USFWS Coordination and BA	42 \$	5,070 \$	5,070 \$	5,070
Phase 02: Endangered Species Act (Task 02: USFWS Meetings	12 \$	1,524 \$	1,524 \$	1,524
Phase 02: Endangered Species Act (Task 03: NOAA Coordination and BA	32 \$	3,844 \$	3,844 \$	3,844
Phase 02: Endangered Species Act (Task 04: NOAA Meetings	6 \$	762 \$	762 \$	762
Total		181 \$	21,183 \$	21,183 \$	21,183

RESOLUTION NO. 14-xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES
AMENDING A CONTRACT WITH SWCA ENVIRONMENTAL CONSULTANTS
TO PROVIDE ENVIRONMENTAL CONSULTING SERVICES FOR RECYCLED WATER
PRODUCTION FACILITIES

WHEREAS, the City has a master plan to produce recycled water at its wastewater treatment plant. The City is presently in preliminary design of recycled water production facilities.

WHEREAS, in order to compete for potential zero interest loans and grants through the State's Revolving Fund (SRF) loan program, the City requires the services of a specialized environmental consultant.

WHEREAS, the City presently has a contract with SWCA Environmental Consultants of San Luis Obispo, for environmental consulting services related to upgrade of the City's wastewater treatment plant upgrade.

WHEREAS, City staff has negotiated a scope of work and fee with SWCA Environmental Consultants for environmental consulting services for recycled water production facilities. Tasks include preparation of an initial study and mitigated negative declaration and consultation with permitting agencies. SWCA's fee for this scope of work is \$21,183.

WHEREAS, SWCA Environmental Consultants has demonstrated through its work on the wastewater treatment plant upgrade project that it is well qualified to prepare environmental documents that meet SRF requirements. Since SWCA Environmental Consultants has already completed biological, archaeological, and historical studies of the treatment plant site, SWCA is in the best position to efficiently complete all necessary environmental documents for recycled water production facilities.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The City Council hereby approves amendment of a contract with SWCA Environmental Consultants for environmental services for recycled water production facilities, for an amount not to exceed \$21,183, and authorizes the City Manager to execute the contract amendment.

SECTION 2. The City Council hereby allocates \$21,183 from the Sewer Enterprise Fund professional services budget to capital improvement project budget number 6019101-52240-C004 (Recycled Water Production Facilities), for environmental consulting services.

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 7TH day of October 2014, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Duane Picanco, Mayor

Caryn Jackson, Deputy City Clerk