

ATTACHMENT A
SEASIDE BASIN WATERMASTER
REQUEST FOR SERVICE

DATE: January 1, 2008

RFS NO. 2008-01
(To be filled in by WATERMASTER)

TO: Curtis V. Weeks
MONTEREY COUNTY WATER
RESOURCES AGENCY
General Manager
PROFESSIONAL

FROM: Robert Jaques
WATER MASTER
Technical Program Manager

Services Needed and Purpose:

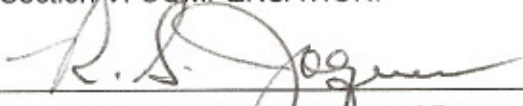
Perform certain Tasks contained within the Watermaster's Monitoring and Management Plan for 2008 (See detailed Scope of Work in ITEM 1).


Completion Date: The work of this RFS No. 2008-01 shall be completed in accordance with the schedule contained in ITEM 2.

Method of Compensation: Time and Expense Payment Method (As defined in Section V of Agreement.)

Total Price Authorized by this RFS: \$ 7,935.00 (See ITEM 3 for a Breakdown of this Total Price. Cost is authorized only when evidenced by signature below.)

Total Price may not be exceeded without prior written authorization by WATERMASTER in accordance with Section V. COMPENSATION.

Requested by:  Date: 1/9/08
WATERMASTER Technical Program Manager

Authorized by:  Date: 1/29/08
WATERMASTER Chief Executive Officer

Agreed to by:  Date: 12/28/07
MONTEREY COUNTY WATER RESOURCES AGENCY General Manager
PROFESSIONAL

ITEM 1
DETAILED SCOPE OF WORK
FOR RFS NO. 2008-01

Background:

The Watermaster Board approved the Budget for the 2008 Phase 2 Scope of Work for the Seaside Groundwater Basin Management and Monitoring Program (hereinafter referred to as the "2008 Phase 2 Scope of Work") at its meeting of October 17, 2007. For reference purposes the complete *2008 Phase 2 Scope of Work for the Seaside Groundwater Basin Management (M) and Monitoring Program (MP)* is attached at the end of this Item 1.

This RFS No. 2008-01 authorizes PROFESSIONAL to perform certain work on certain of the Tasks described in the 2008 Phase 2 Scope of Work, as described in Table 1 of this Item 1. The Task numbers listed in this Detailed Scope of Work for RFS No. 2008-01 correspond to the Task numbers in 2008 Phase 2 Scope of Work.

Table 1

M&MP TASK NO.	TASK DESCRIPTION	WORK TO BE PERFORMED
I. 2. a.	Conduct ongoing data entry/ database maintenance	MPWMD will perform water level and water quality data entry into the database. PROFESSIONAL will periodically examine this data and will provide quality assurance and quality control assistance to MPWMD in the form of comments and suggestions. The database will be maintained by a separate consultant performing database maintenance work for WATERMASTER.
I. 2. b. 4.	Update Program Schedule and Standard Operating Procedures	PROFESSIONAL will conduct periodic reviews of the data collection program and provide to WATERMASTER any recommended improvements or modifications which PROFESSIONAL believes will be beneficial to the program. PROFESSIONAL will conduct these reviews and provide these recommendations at least twice during calendar year 2008. The recommendations may be provided in the form of a memorandum.

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M&MP TASK NO.	TASK DESCRIPTION	WORK TO BE PERFORMED
I. 2. c.	Reports	<p>MPWMD will prepare and submit the following reports to WATERMASTER summarizing and analyzing the data that is collected:</p> <ol style="list-style-type: none"> 1. Four quarterly reports summarizing and analyzing the water quality and water level data. 2. One annual report that contains tables consolidating the data from the quarterly reports and a narrative summarization of the findings, conclusions, and recommendations from the quarterly reports. This annual report shall include, as attachments, each of the four quarterly reports. <p>PROFESSIONAL will review each of these reports and provide its comments and recommendations to WATERMASTER.</p>
I. 3. b.	Prepare Basin Management and Action Plan	<p>WATERMASTER will have one or more consultants prepare a Basin Management and Action Plan. PROFESSIONAL will provide review comments and recommendations to WATERMASTER regarding this work as it is being carried out by the consultant.</p>
I. 4. a, b, and c	Perform Seawater Intrusion Analyses	<p>WATERMASTER will have a consultant perform analyses and prepare mapping and other documents pertaining to seawater intrusion detection. PROFESSIONAL will participate in meetings with the consultant during the course of its work, and will provide review comments and recommendations to WATERMASTER regarding this work as it is being carried out by the consultant.</p>

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M&MP TASK NO.	TASK DESCRIPTION	WORK TO BE PERFORMED
I. 4. d.	Prepare Response Plan	<p>With assistance from a consultant and the TAC, WATERMASTER will prepare a Long-term Seawater Intrusion Contingency Response Plan to be implemented in the event seawater intrusion within the basin is determined to be occurring. The response plan will be designed to ensure that adequate water supplies are available for reasonable beneficial uses within the basin. This plan will likely include implementing the measures detailed in Exhibit A of the Decision, and may also include implementing a pumping redistribution plan and securing alternative water sources.</p> <p>Prior to development of the Long-term Seawater Intrusion Contingency Response Plan, MPWMD will prepare an Interim Seawater Intrusion Response Plan, based on the measures detailed in Exhibit A of the Decision.</p> <p>PROFESSIONAL will provide review comments and recommendations to WATERMASTER regarding this work as it is being carried out by MPWMD and the consultant.</p>

2008 Phase 2 Scope of Work for the Seaside Groundwater Basin Management and Monitoring Program

The tasks outlined below are those that are not anticipated to be completed as apart of Phase 1 of the Seaside Basin Monitoring and Management Program. It has been determined that the Tasks listed below are either dependent on results of the initial phase of the Program (and therefore subject to scope refinement); or, they are recommended for Phase 2 because Tasks in the initial phase must be completed before the tasks below can commence. By phasing implementation of the MMP, the Watermaster can better understand the Basin's baseline condition through the Phase 1 work effort before determining the exact scope and budget for Phase 2.

Some Tasks listed below are also depicted in the Initial Phase Scope of Work. This is because some Tasks recur throughout the program. For instance, data collection and database entry are continuous activities that will occur throughout the program. Program Administration Tasks will also occur on a day-to-day, as needed basis throughout the program.

Within the context of this document the term "Consultant" refers either to a firm providing professional engineering or other types of technical services, or to the Monterey Peninsula Water Management District (MPWMD), or to the Monterey County Water Resources Agency (MCWRA). The term "Contractor" refers to a firm providing construction or field services such as well drilling or induction logging.

M.1 Program Administration

M. 1. a. Project Budget and Controls	Consultants will provide monthly or bimonthly invoices to the Watermaster for work performed under their contracts with the Watermaster. Consultants will perform maintenance of their internal budgets and schedules, and management of their subconsultants. The Watermaster will perform management of its Consultants.
M. 1. b. Assist with Board and TAC Agendas	Watermaster staff will prepare Board and TAC meeting agenda materials. No assistance from Consultants is expected to be necessary to accomplish this Task.

<p>M. 1. c. Preparation and Attendance of Meetings</p>	<p>The Consultants' work will require meetings both internally and with outside governmental agencies, and possibly with the public. For meetings with outside agencies, other Consultants, or any other parties which are necessary for the conduct of the work of their contracts, the Consultants will set up the meetings and prepare agendas and meeting minutes to facilitate the meetings. These may include planning and review meetings with Watermaster staff. The costs for these meetings will be included in their contracts, under the specific Tasks and/or subtasks to which the meetings relate. The only meeting costs that will be incurred under Task M.1.c will be: Those associated with attendance at TAC meetings, and From time-to-time when Watermaster staff asks Consultants to make presentations to the Watermaster Board and/or TAC.</p> <p>For TAC meetings appropriate Consultant representatives will attend the TAC meetings, but will not be asked to prepare agendas or meeting minutes. As necessary, Consultants may provide oral updates to their progress reports (prepared under Task M.1.b) at the TAC meetings.</p>
<p>M. 1. d. Prepare Board/ TAC Status Updates and Reports</p>	<p>Consultants will provide written monthly progress reports to the Watermaster for inclusion in the agenda packets for the TAC meetings. These progress reports will typically include project progress that has been made, and problem identification and resolution.</p>
<p>M. 1. e. Peer Review of Documents and Reports</p>	<p>When requested by the Watermaster staff, Consultants may be asked to assist the TAC and the Watermaster staff with peer reviews of documents and reports prepared by various Watermaster entities.</p>
<p>M. 1. f. QA/QC</p>	<p>MPWMD will provide general QA/QC support over the Seaside Basin Monitoring and Management Program.</p>
<p>I. 2 Comprehensive Basin Production, Water Level and Water Quality Monitoring Program</p>	
<p>I. 2. a. Conduct ongoing data entry/ database maintenance</p>	<p>The database will be maintained by a Consultant performing this work for the Watermaster. Either the Consultant or the Watermaster staff will enter new data into the consolidated database. Such data will include water production volumes, water quality, and water levels.</p>
<p>I. 2. b. Data Collection Program Enhancements</p>	
<p>I. 2. b. 1. Site Representation and Selection.</p>	<p>The monitoring well network will be reviewed, and if warranted, addition monitoring well sites will be identified to fill data gaps or to develop additional data that would be beneficial to the management of the basin.</p>

<p>I. 2. b. 2. Collect Monthly Water Levels.</p>	<p>Each of the monitoring wells will be visited on a monthly basis. Water levels will be determined by either taking manual water levels using an electric sounder, or by dataloggers, if it is determined that dataloggers are appropriate. It is expected that dataloggers, if used, will only be installed on the Coastal Sentinel monitoring wells, and that the other wells will be manually measured.</p>
<p>I. 2. b. 3. Collect Quarterly Water Quality Samples.</p>	<p>Water quality data will be collected quarterly from certain of the monitoring wells. This data may come from water quality samples that are taken from these wells and submitted to a State Certified analytic laboratory for general mineral and physical suite of analyses, or the data may come from induction logging of these wells and/or other data gathering techniques. A decision on the most cost-effective method of obtaining the desired data will be made early in the 2008 Water Year.</p>
<p>I. 2. b. 4. Update Program Schedule and Standard Operating Procedures.</p>	<p>The TAC will conduct periodic reviews of the data collection program and will recommend to the Watermaster improvements as warranted.</p>
<p>I. 2. c. Reports</p>	<p>The groundwater level and quality monitoring will be conducted on a monthly, quarterly, and annual basis, as described herein. Reports summarizing data collected and analyzed will be submitted to the Watermaster on a schedule to be established. Reports would include:</p> <p>Water Quality and Water Level Quarterly Reports Annual Reports</p>
<p>I. 3 Basin Management</p>	
<p>I. 3. a. Enhanced Seaside Basin Groundwater Model</p>	<p>As a result of the data obtained during Phase 1, including constructing new coastal sentinel monitoring wells and developing a consolidated database of groundwater production, water levels, and water quality, it is no longer recommended that an enhanced model be developed at this time. The basis for this decision will be included in the Phase 1 documents submitted with the November 15, 2007 Annual Report.</p>
<p>I. 3. b. Prepare Basin Management and Action Plan</p>	<p>Watermaster staff will prepare and distribute a Request for Proposals (RFP) to qualified Consultants to perform certain subtasks of Task I.3.c, as indicated below.</p>

<p>I. 3. b. 1. Supplemental Water Supplies</p>	<p>The Supplemental Water Supplies analysis performed in Phase 1 will be updated by a Consultant, and a Technical Memorandum on this issue will be prepared. This update may address the following:</p> <ul style="list-style-type: none"> • Updated status and review Of Monterey Peninsula Water Supply Projects • Distribution and Delivery System/ End Use Consumer Improvements and Mandatory Conservation Efforts • Non-Potable Water Resources • Out-of-Basin Imports
<p>I. 3. b. 2. Pumping Redistribution Strategies</p>	<p>Based on the work performed during Phase 1, a Consultant will develop additional pumping redistribution strategies, and a Technical Memorandum on this issue will be prepared. This work may include addressing the following:</p> <p>Basin overdraft, mandatory GW reduction Salinity detection, mandatory GW reduction Reduced GW delivery impacts and solutions In Lieu, Voluntary pumping reductions Water Banking Salinity barrier system Develop TM on pumping variability Storage capacity of the basin</p>
<p>I. 3. b. 3.</p>	<p>A Consultant will perform analyses to determine the storage capacity of the basin, and of the Natural Safe Yield of the basin. The Consultant will also evaluate the hydrogeologic information obtained from construction of the four Coastal Sentinel Wells during Phase 1, and will take this information into account when performing these analyses.</p>
<p>I. 3. c. Plan Preparation</p>	<p>A Consultant will prepare a detailed Basin Management and Action Plan, summarizing the results of Tasks I.3.a through I.3.b, and presenting appropriate conclusions and recommendations.</p>
<p>I. 4 Seawater Intrusion Contingency Plan</p>	
<p>I. 4. a. Oversight of Seawater Intrusion Detection and Tracking</p>	<p>A Consultant will provide general oversight over the Seawater Intrusion detection program.</p>
<p>I. 4. b. Analyze and Map Water Quality from Coastal Monitoring Wells</p>	<p>Annual chloride concentration maps will be produced incorporating the data from the coastal wells. During Phase 2, water quality data from the Phase 1 coastal sentinel wells will be used to develop time series graphs that are not included in the Phase 1 water quality graphs.</p>

<p>I. 4. c. Annual Report- Seawater Intrusion Analysis</p>	<p>At the end of each water year, a Consultant will reanalyze all water quality data. Semi-annual chloride concentration maps will be produced for each aquifer in the basin. Time series graphs, trilinear graphs, and stiff diagram comparisons will be updated with new data. The annual EM logs will be analyzed to identify changes in seawater wedge locations. All analyses will be incorporated into an annual report that follows the format of the initial, historical data report. Potential seawater intrusion will be highlighted in the report, and if necessary, recommendations will be included. The annual report will be submitted for review by the TAC and the Board. Modifications to the report will be incorporated based on input from these bodies, as well as Watermaster staff.</p>
<p>I. 4. d. Prepare Response Plan</p>	<p>With assistance from a Consultant and the TAC, the Watermaster will develop a response plan to be implemented in the event seawater intrusion within the basin is determined to be occurring. The response plan will be designed to ensure that adequate water supplies are available for reasonable beneficial uses within the basin. This plan will likely include implementing the measures detailed in Exhibit A of the Decision, and may also include implementing a pumping redistribution plan and securing alternative water sources.</p>

ITEM 2

Seaside Basin WaterMaster Monitoring and Management Program 2008 Work Schedule

ID	Task Name	2008																	
		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	F
1	CRITICAL PROJECT MILESTONES ASSOCIATED WITH TAC, BOARD, AND/OR CONSULTANT WORK																		
2	2008 Administration, Operations and Replenishment Budgets Due																		
3	Respond to November 26, 2007 Court Order																		
4	TAC Develops Specific Action Plan to Cure Deficiencies																		
5	TAC Prepares Draft Notice to Well Owners																		
6	TAC Prepare Draft Specific Action Plan																		
7	Board Approves Specific Action Plan to Cure Deficiencies																		
8	Supplemental Water Level and Water Quality Data Collected and Compiled																		
9	Preparation of Draft Response to Court Including Supplemental Water Level and Water Quality Information and Final Specific Action Plan																		
10	Board Approves Draft Response to Court																		
11	Watermaster Submits Final Response to Court																		
12	Watermaster Submits Quarterly Water Production, Water Level, and Water Quality Reports to Judge																		
17	Replenishment Assessments for Water Year 2009																		
18	TAC Develops Replenishment Assessment Unit Cost for 2009 Water Year																		

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Seaside Basin WaterMaster Monitoring and Management Program 2008 Work Schedule

ID	Task Name	2008																	
		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	F
19	TAC Approves 2009 Water Year Replenishment Assessment Unit Cost																		
20	Board Declares 2009 Water Year Replenishment Assessment Unit Cost																		
21	Replenishment Assessments for Water Year 2008																		
22	Watermaster Prepares Replenishment Assessments for Water Year 2008																		
23	Watermaster Board Approves Replenishment Assessments for Water Year 2009																		
24	Watermaster Levies Standard Replenishment Assessment for 2008																		
25	2008 Annual Report																		
26	Watermaster Prepares Draft 2008 Annual Report																		
27	TAC Provides Input on Draft 2008 Annual Report																		
28	Watermaster Prepares Revised Draft 2008 Annual Report (Incorporating TAC Input)																		
29	Board Provides Input on Revised Draft 2008 Annual Report																		
30	Watermaster Prepares Final 2008 Annual Report (Incorporating Board Input)																		
31	Watermaster Submits Final 2008 Annual Report to Judge																		
32	MANAGEMENT																		
33	M.1 PROGRAM ADMINISTRATION (All Work Performed by Watermaster Staff)																		

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Seaside Basin WaterMaster Monitoring and Management Program 2008 Work Schedule

ID	Task Name	2008																	
		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	F
55	Water Quality & Water Level Quarterly Reports for 2008 (MPWMD Prepares Reports; MCWRA Provides Review Comments)			□		□			□			□							
60	Annual Water Quality & Water Level Summary Report (MPWMD Prepares Report; MCWRA Provides Review Comments)												□						
61	I.3 BASIN MANAGEMENT																		
62	I.3.a Enhanced Seaside Groundwater Basin Model (No Action Required in 2008)			→															
63	I.3.b Prepare Basin Management and Action Plan			→															
64	Watermaster Staff Prepares Draft Request for Proposals (RFP), and List of Potential Consultants from Whom Proposals will be Solicited, for Consultant Services for Preparation of Basin Management Action Plan and Sea Water Intrusion Contingency Plan			Completed															
65	TAC Reviews Draft RFP and List of Potential Consultants from Whom Proposals will be Solicited for Consultant Services for Preparation of Basin Management Action Plan and Sea Water Intrusion Contingency Plan			Completed															
66	TAC Approves RFP and Consultant List			Completed															
67	Watermaster Staff Sends Out RFPs (Revised with TAC Input)			Completed															
68	Pre-Proposal Telephone Conference			Completed															
69	Proposals Due & Distributed to TAC Review Subcommittee Members (Subcommittee appointed at 1/9/08 TAC meeting)			Completed															
70	TAC Subcommittee Reviews Proposals			Completed															

Seaside Basin WaterMaster Monitoring and Management Program 2008 Work Schedule

ID	Task Name	2008																	
		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	F
71	TAC Review Subcommittee Decides if Interviews are Necessary					Completed													
72	Consultants Notified to Attend Interviews (if Necessary)					Interviews Not Necessary													
73	Subcommittee Holds Consultant Interviews (if Necessary)					Interviews Not Necessary													
74	TAC Approves Subcommittee's Consultant Selection Recommendation (by email)					1/18													
75	Initial Contract Negotiations with Selected Consultant(s)					○													
76	Board Authorizes Award of Contract(s) to Selected Consultant(s) for Not-to-Exceed Amounts					2/6													
77	Final Contract Negotiations with Selected Consultant(s) and Execution of Contract(s)					○													
78	<i>1.3.b.1 Supplemental Water Supplies</i>																		
79	Consultant Updates Phase 1 Supplemental Water Supplies Analysis																		
80	TAC Approves Updated Water Supplies Analysis																		
81	<i>1.3.b.2 Pumping Redistribution Strategies</i>																		
82	Consultant Prepares Pumping Redistribution Strategies Report																		
83	TAC Approves Pumping Redistribution Strategies Report																		
84	<i>1.3.b.3 Basin Storage Capacity & Natural Safe Yield</i>																		
85	Consultant Performs Analyses to Determine Basin Storage Capacity and Natural Safe Yield																		

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Seaside Basin WaterMaster Monitoring and Management Program 2008 Work Schedule

ID	Task Name	2008																	
		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	F
86	TAC Approves Basin Storage Capacity and Natural Safe Yield												◆ 7/9						
87	I.3.c Preparation of Basin Management Action Plan																		
88	Consultant Prepares Basin Management Action Plan																		
89	TAC Approves Basin Management Action Plan																		
90	Board Approves Basin Management Action Plan																		
91	I.4 SEAWATER INTRUSION CONTINGENCY PLAN																		
92	I.4.a Consultant Provides Oversight of Seawater Intrusion Detection and Tracking																		
93	I.4.b Consultant Analyzes and Maps Water Quality from Coastal Monitoring Wells																		
94	I.4.c Consultant Prepares Annual Seawater Intrusion Analysis Report																		
95	TAC Approves Annual Seawater Intrusion Analysis Report																		
96	Board Approves Annual Seawater Intrusion Analysis Report																		
97	I.4.d Seawater Intrusion Response Plan																		
98	MPWMD Prepares Interim Seawater Intrusion Response Plan																		
99	TAC Approves Interim Seawater Intrusion Response Plan																		
100	Board Approves Interim Seawater Intrusion Response Plan																		

Seaside Basin V Monitoring and Mana 2008 Work S

Task Name	2008		
	Sep	Oct	Nov
Consultant Prepares Longterm Seawater Intrusion Response Plan			
TAC Approves Longterm Response Plan			
Board Approves Longterm Response Plan			

ITEM 3
SUMMARY OF ESTIMATED COSTS

M&MP TASK NO.	LABOR HOURS		HOURLY RATE	SUPPLIES AND MATERIALS		TOTAL
	BREAKDOWN	TOTAL		BREAKDOWN	TOTAL	
I. 2. a.	4 reviews @ 2 hrs/review	8	\$115	N/A	\$0	\$920
I. 2. b. 4.	Review twice @ 5 hours per review	10	\$115	N/A	\$0	\$1,150
I. 2. c.	4 - quarterly reports @ 1 hr/report	4	\$115	N/A	\$0	\$460
	1- annual report @ 1hr.	1	\$115	N/A	\$0	\$115
I. 3. b.	4 mo. @ 2 hrs/mo.	8	\$115	N/A	\$0	\$920
I. 4. a, b, and c	10 mo. @ 3 hrs/mo.	30	\$115	N/A	\$0	\$3,450
I. 4. d.	2 Plans @ 4 review hrs/Plan	8	\$115	N/A	\$0	\$920
TOTAL ESTIMATED COST =						\$7,935

Review
RM
Sanitary
Int

Notes:

1. Vehicle mileage will be billed @ \$0.485/mile, and is included in the labor costs above.
2. Regardless of the use of the term "Estimated Cost" in this RFS, if the work of this RFS is to be compensated for using Lump Sum Payment method, it is understood and agreed to by PROFESSIONAL that the Total Price listed on page A-1 of this RFS is binding and limiting as defined in Section V of the Agreement.