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EXHIBIT A
SCOPE OF WORK

A. PLANS AND COMPLIANCE REQUIREMENTS

1. In order for the State and Regional Water Quality Control Board (Regional Water Board) staff to verify work was adequately performed or conducted, GPS information for project site and monitoring locations must be identified for this Project prior to any disbursements. Submittal requirements for GPS data are available at <http://www.waterboards.ca.gov/funding/grantinfo.html>.
2. The Grantee shall prepare and implement a Project Assessment and Evaluation Plan (PAEP) to detail the methods of measuring Project benefits and reporting them in accordance with a PAEP. Many projects include multiple activities that will require measurement of several parameters to evaluate Project performance. All implementation projects that propose pollution load and/or concentration reductions must report such reductions annually. Use the 319(h) Non Point Source Pollution Reduction Project Follow-up Survey Form found at http://www.waterboards.ca.gov/funding/docs/grantinfo/319h_pollution_survey.xls or a similar format to report annual load reductions. Projects protecting, restoring or creating streams, shorelines, or wetlands, must report an annual accounting of the acres of wetlands restored and created, feet of stream bank and shoreline protected and feet of stream channel stabilized. Grantee shall not implement monitoring and performance assessment and/or evaluation actions prior to PAEP approval by the Grant Manager. Guidance for preparing the PAEP is available at <http://www.waterboards.ca.gov/funding/paep.html>.
3. If environmental water quality monitoring (chemical, physical, or biological) is undertaken, the Grantee shall prepare, maintain, and implement a Monitoring Plan (MP). The MP shall include, but is not limited to, a description of the monitoring objectives, types of constituents to be monitored, and the sampling location frequency/schedule for the monitoring activities. The MP will include the schedule for submittal of monitoring reports. The Grantee shall be prohibited from implementing any sampling or monitoring activities prior to approval of the MP by the Grant Manager. No monitoring may occur prior to MP approval. Any changes to the MP must be submitted to the Grant Manager for review and a decision regarding approval prior to implementation.
4. If an MP is prepared, the Grantee shall also prepare, maintain, and implement a Quality Assurance Project Plan (QAPP) in accordance with the State Water Board's Surface Water Ambient Monitoring Program's (SWAMP) QAPP and data reporting requirements, and the USEPA QAPP, EPA AQ/R5, 3/01. Water quality monitoring data includes physical, chemical, and biological monitoring of any surface water. Electronic submittal of data collected in accordance with SWAMP shall be required. The QAPP shall be submitted to the State or Regional Water Board's Quality Assurance (QA) Officer for review and a decision regarding approval prior to the Grantee implementing any sampling or monitoring activities. No monitoring may occur prior to QAPP approval. Any costs related to monitoring data collected prior to and not supported by the approved QAPP will not be reimbursed. Guidance for preparing the QAPP is available at <http://www.waterboards.ca.gov/swamp/qapp.html>.
5. All projects are required to comply with the California Environmental Quality Act (CEQA). Work on the Project cannot begin until the State Water Board has reviewed the CEQA documentation submitted by the Grantee and given environmental clearance. If the work is conducted on federal land, the Grantee must also comply with the National Environmental Policy Act (NEPA).
6. If landowner agreements are required, signed copies must be submitted to the Grant Manager before works begins.
7. If permits are required, the permits must be obtained and signed copies submitted to the Grant Manager before work begins.
8. State Disclosure Requirements – Include the following disclosure statement in any document, written report, or brochure prepared in whole or in part pursuant to this Agreement:

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"Funding for this project has been provided in full or in part through an agreement with the State Water Resources Control Board. The contents of this document do not necessarily reflect the views and policies of the State Water Resources Control Board, nor does mention of trade names or commercial products constitute endorsement or recommendation for use." (Gov. Code 7550, 40 CFR 31.20)

Signage shall be posted in a prominent location at Project site (if applicable) and shall include the State Water Board logo (available from the Program Analyst) and the following disclosure statement:

"Funding for this project has been provided in full or in part through an agreement with the State Water Resources Control Board."

9. The Grantee shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this work item. (Gov. Code 7550)

B. WORK TO BE PERFORMED BY GRANTEE

Project Description – The Goal of this Project is to implement LID in SLO County. The objectives of the Project are:

- Develop a LID Demonstration/Pilot site to build LID capacity in SLO County
- Institutionalize LID by preparing a LID Design Standards Manual and Ordinance Review
- Motivate LID implementation using incentives
- Develop a model for community involvement in Santa Margarita that demonstrates stewardship for the community's creeks, wetlands, forests, and wildlife

The Project applies LID integrated management practices, capacity building, community participation and involvement, incentives, and county code to overcome LID implementation impediments. The Demonstration Project provides a technical model for developers and homeowners. Homeowner and developer incentives will launch early LID implementation. Citizen participation and involvement enables community support for long-term operation and maintenance. Citizen creek monitoring increases awareness of local creek conditions, improves stewardship, and provides Project performance evaluation data.

1. Public Outreach

Conduct a public outreach campaign to reach out to stakeholders. Stakeholders for LID include the Santa Margarita Community Services twenty-three (23) Advisory Group, homeowners, landowners, developers, builders, designers, architects, regulatory agencies, government agencies, engineers, planners, and environmental groups. The purpose of the Public Outreach campaign is to communicate to the community that the County's LID demonstration/pilot site will enhance their community and protect water quality. The campaign will include:

- 1.1 Work with community stakeholders to obtain input on Project design and implementation.
- 1.2 Notify stakeholders of ongoing meetings through mailings and the County website. Meetings will occur pre- and post Project construction and semi-annually thereafter through the life of the grant (maximum October, 2008).
- 1.3 Complete meeting minutes for each community stakeholder meeting. The minutes will include items designated for completion and the person/group responsible for the item with a specific date or time frame for such completion.
- 1.4 Provide stormwater pollution prevention materials at stakeholder meetings to help stakeholders understand the sources and impacts of stormwater pollution and what they can do to prevent it.
- 1.5 Provide a Creek Care Manual to engage the citizens of Santa Margarita in watershed stewardship and appropriate LID landscaping and riparian vegetation management to ensure LID Integrated Management Practices are maintained and the riparian corridor protected.
- 1.6 Provide stewardship training to stakeholders. Hands-on training and creek monitoring will be provided to citizens to enhance watershed stewardship and provide instruction in Creek Care Manual and LID techniques.
- 1.7 Develop an incentive program for homeowners and developers to encourage widespread LID implementation.

2. LID Design Standards Manual and SLO County Code Review

- 2.1 The Project includes development of a LID Design Standards Manual to institutionalize LID in the County system. The LID Design Manual provides detailed instructions and technical specifications for implementing LID Integrated Management Practices to increase local LID knowledge and experience.
- 2.2 The Project includes review of the County ordinances needed to implement LID. The ordinance review identifies specific County code revisions needed to institutionalize LID for the long-term.
3. Construction
- 3.1 Design and construct a LID Demonstration/Pilot Project, which will consist of an enhanced wetland, bioswales, and hybrid connection per approved Design and Engineering Plans. The LID demonstration/pilot site will include approximately two-thousand (2,000) feet of bioswales that treat runoff and reduce peak discharge before discharging downstream. The bioswale design will support native wetland plantings that will adapt well to this low-lying area. The bioswales will run down both sides of Murphy Avenue and will add both conveyance capacity and water quality treatment through natural filtration before discharging downstream.
- 3.2 The LID demonstration/pilot site will also include an approximately seven (7)-acre enhanced wetland upstream of the bioswales. An earthen berm will be added to detain the water in the wetland area to slow the peak discharge and to enhance the wetland ecosystem. The demonstration site will include a connection to a conventional system.
4. Final Inspection and Documentation
- 4.1 Conduct final inspection of the LID demonstration/pilot site.
- 4.2 Submit the final inspection documentation to the Grant Manager for review and comment.
- 4.3 Compile final construction records and documentation for the Project and submit them to the Grant Manager.
5. Water Quality Monitoring and Performance Measurement
- 5.1 Evaluate the performance of the Demonstration Project LID bioswales and other LID Integrated Management Practices by sampling influent and effluent during qualifying storm events. Monitoring methods and frequency will be described in the MP (see Section A.3) and may include:
- 5.1.1 Linear feet of riparian and wetland habitat area protected.
- 5.1.2 Linear feet bioswales and number of rain barrels, rain gardens, and other LID Integrated Management Practices installed.
- 5.1.3 Before & after impervious surface area calculations.
- 5.1.4 Peak stormwater runoff discharge rates and volume calculations.
- 5.1.5 Stormwater capture capacity, infiltration rate, and design storm calculations.
- 5.1.6 Before & after creek erosion assessment/inventory & photo documentation.
- 5.1.7 Influent and effluent stormwater quality sampling for sediment & urban pollutants with percent removal calculations.
- 5.1.8 Volunteer creek monitoring for physical, chemical, & biological indicators including benthic community monitoring.
- 5.1.9 Storm event inspection, monitoring, and photo documentation before, during, and after construction in accordance with State Water Board guidelines.
- 5.1.10 Wetland and LID planting survival rates.
- 5.2 Monitor Project for several years following completion of construction as a model LID site.
- 5.3 A master Project interested party list will be maintained and communications will be sent to inform stakeholders about the status and performance of the Project over several years.
- 5.4 Maintain a Project webpage on the County website.
- 5.5 Stormwater quality data will be collected which may include the following constituents:
- Sediment (TSS)
 - Metals (Zinc, Copper, Lead)
 - Total Hydrocarbons
 - Nutrients (Total Phosphorus and Nitrogen)
- 5.6 Sediment and Urban Pollutant Reductions.
The Project proponent hypothesizes that sediment and urban pollutant load reductions for bioretention swales will be similar to those previously reported in the LID literature: TSS -95% reduction, Heavy Metals -99% reduction, Total Phosphorus -80% reduction, and Total Nitrogen -40%

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reduction. The final report will discuss whether this hypothesis was confirmed or denied, and provide a conclusion based on the results of this Demonstration Project.

6. Project Management and Administration

- 6.1 Notify the State Water Board Grant Manager of any public or media event.
- 6.2 Present the Project scope at a Central Coast Regional Water Board Grant Kick-off Meeting within two (2) months of grant agreement execution.
- 6.3 Present a summary of the Project activities, findings, and resulting products at a Central Coast Regional Water Board Grant Wrap-Up Meeting within one (1) month of the completion of the Project.
- 6.4 Submit all Project submittals in hard copy and electronic format.

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TABLE OF ITEMS FOR REVIEW

Item	DESCRIPTION	CRITICAL DUE DATE	ESTIMATED DUE DATE
EXHIBIT A – SCOPE OF WORK			
A.	PLANS AND COMPLIANCE REQUIREMENTS		
1.	GPS information for Project site and monitoring locations	Day 90	
2.	Project Assessment and Evaluation Plan (PAEP)	Day 30	
	Non Point Source Pollution Reduction Project Follow-up Survey Form		Annually
3.	Monitoring Plan (MP)	Day 90	
	Monitoring Reports		Quarterly
4.	Quality Assurance Project Plan (QAPP)	Day 90	
5.	Copy of final CEQA/NEPA Documentation	March 2007	
6.	Land Owner Agreement(s)		December 2006
7.	Applicable Permits		May-August 2007
B.	WORK TO BE PERFORMED BY GRANTEE		
1.	Public Outreach		
1.1	Public Outreach/Stakeholder meetings (minimum of four [4] meetings) – Submit documentation of outreach/notification, agenda, minutes, and list of attendees to Grant Manager		15 days following each meeting
1.2			
1.3			
1.4	Stormwater pollution prevention materials and plans for distribution to Grant Manager for review and comment		one week prior to distribution at meetings
1.5	Creek Care Manual and plans for distribution to Grant Manager for review and comment at least one (1) week prior to distribution to stakeholders		September 2007
1.6	Stewardship Creek Care training methodology for review and comment at least one (1) week prior to presenting the training.		September 2007
1.7	LID Incentive Program plans for review and comment at least two (2) weeks prior to finalizing the program.		June 2008
2.	LID Design Standards Manual and SLO County Code Review		
2.1	LID Design Standards Manual for review and approval for at least a three (3) week review period.		June 2008
2.2	Technical Memo discussing: 1. Ordinance Review findings; 2. Planned responses to address findings, and; 3. Timeline for responsive actions.		June 2008
3.	Construction		

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Item	DESCRIPTION	CRITICAL DUE DATE	ESTIMATED DUE DATE
EXHIBIT A – SCOPE OF WORK			
3.1	Submit Preliminary Design and Engineering Design for a two (2) week review and approval period.		March 2007
3.2	Final Design and Engineering Plans for a two (2) week review and approval period.		June 2007
4.	Final Inspection and Documentation		
4.2	Final construction inspection documentation for review and comment.		June 2008
4.3	Final construction records and documentation.		June 2008
5.	Water Quality Monitoring and Performance Measurement		
5.1	Final monitoring reports and photo documentation.		June 2008
5.2	Final monitoring reports and photo documentation.		June 2008
5.3	List of master Project interested parties.		June 2008
5.4	Evidence of webpage.		June 2008
5.5	Water quality data, analysis, and conclusion.		June 2008
5.6	Final monitoring reports and photo documentation and water quality data, analysis, and conclusion		June 2008
6.	Project Management and Administration		
6.1	Notify the State Water Board Grant Manager of any public or media event.		As needed
6.2	Present the Project scope at a Central Coast Regional Water Board Grant Kick-Off Meeting		February 2007
6.3	Present a summary of the Project activities, findings, and resulting products at a Central Coast Regional Water Board Grant Wrap-Up Meeting		October 2008
6.4	All Project submittals to be in hard copy and electronic format		As needed
EXHIBIT B – INVOICING, BUDGET DETAIL, AND REPORTING PROVISIONS			
A.	INVOICING		Monthly
E.	REPORTS		
1.	Grant Summary Form		Day 90
2.	Progress Reports by the twentieth (20 th) of the month.		Monthly
3.	Natural Resource Projects Inventory (NRPI) Project Survey Form	Before final invoice	
4.	Draft Project Report	July 1, 2008	
5.	Final Project Report	August 1, 2008	

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EXHIBIT B
INVOICING, BUDGET DETAIL AND REPORTING PROVISIONS

A. INVOICING

1. Invoices shall be submitted using the invoice template provided by the State Water Board. The invoice must be itemized based on the line items specified in the Budget. The original invoice shall be submitted to the State Water Board's Grant Manager on a monthly basis consistent with the reporting schedule in Section E.2 of this exhibit. The address for submittal is:

Donette Dunaway, Grant Manager
Regional Water Quality Control Board
895 Aerovista Place, Ste 101
San Luis Obispo, CA 93401

2. Invoices submitted in any other format than the one provided by the State Water Board will cause an invoice to be disputed. In the event of an invoice dispute, the State Water Board's Grant Manager will notify the Grantee by initiating an "Invoice Dispute Notification" form. Payment will not be made until the dispute is resolved and a corrected invoice submitted. Failure to use the address exactly as provided above may result in return of the invoice to the Grantee. Payment shall be deemed complete upon deposit of the payment, properly addressed, postage prepaid, in the United States mail. The State Water Board Grant Manager has the responsibility for approving invoices.
3. Supporting documentation (e.g., receipts) must be submitted with each invoice to request reimbursement for grant funds as well as to support matching funds invoiced. The amount claimed for the Personnel Services line item and Professional and Consultant Services line item must include a calculation formula (i.e. hours or days worked times the hourly or daily rate = total amount claimed). Invoice payment shall be made only after receipt of a complete, adequately supported, properly documented and accurately addressed invoice.
4. The Grantee shall not request disbursement for any cost until such cost has been incurred and has been paid by or is due and payable by the Grantee. Although it is agreed that actual payment of such cost by the Grantee is not required as a condition of the grant disbursement, all grant disbursements received by the Grantee shall be paid to contractors and vendors within thirty (30) days from receipt of the funds. In the event that the Grantee fails to disburse grant funds to contractors or vendors within thirty (30) days from receipt of the funds, the Grantee shall immediately return such funds to the State Water Board. Interest shall accrue on such funds from the date of disbursement through the date of mailing of funds to the State Water Board. If the Grantee held such funds in interest-bearing accounts, any interest earned on the funds shall also be due to the State Water Board.
5. Notwithstanding any other provision of this Agreement, no disbursement shall be required at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations, or which may require any rebates to the Federal Government, or any loss of tax-free status on state bonds, pursuant to any Federal statute or regulation.
6. Notwithstanding any other provision of this Agreement, the Grantee agrees that the State Water Board may retain an amount equal to ten percent (10%) of the grant amount specified in this Agreement until completion of the Project to the reasonable satisfaction of the State Water Board. Any retained amounts due to the Grantee will be promptly disbursed to the Grantee, without interest, upon completion of the Project.
7. The invoice shall contain the following information:
 - a. The date of the invoice;
 - b. The time period covered by the invoice, i.e., the term "from" and "to";