

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 11, 2017

Report

Date: April 4, 2017

Subject: Professional Services Agreement with Analytical Environmental Services for Pilarcitos Canyon Pipeline Replacement Project Mitigated Negative Declaration

Recommendation:

Authorize the General Manager to execute a Professional Services Agreement with Analytical Environmental Services (AES) for preparation of a Mitigated Negative Declaration and other permitting assistance for the Pilarcitos Canyon Pipeline Replacement Project for a cost not to exceed \$97,175.

Background:

The District's original Pilarcitos Canyon Pipeline, built in 1948 to convey Pilarcitos Reservoir water from Stone Dam into the District's system, failed in the Summer of 2012, and District staff determined that the age, condition, and location of the pipeline made repair infeasible. Under an agreement with SFPUC, the District installed a temporary replacement pipeline in 2013, with the understanding that CCWD would plan, design, and construct a permanent replacement. Working in cooperation with SFPUC, we have completed the design for the new Pilarcitos Canyon Pipeline.

District staff presented our Pilarcitos Canyon Pipeline Replacement Project to SFPUC's Project Review Committee on January 25, 2017. The Committee identified a number of requirements CCWD must meet, including preparing an environmental review document as the lead agency under the California Environmental Quality Act (CEQA).

In order to prepare the CEQA document, which we anticipate will be a mitigated negative declaration, and to obtain assistance with other permits required for the project, staff solicited the attached proposal from AES, the consultant who prepared the Denniston/San Vicente EIR. The total estimated cost of the services proposed, which AES will bill on a time-and-materials basis, is \$97,175.

Fiscal Impact:

Cost of \$97,175. The proposed FY17/18-FY26/27 CIP includes \$150,000 in funding for this project in FY17/18.



ANALYTICAL ENVIRONMENTAL SERVICES

April 5, 2017

Coastside County Water District
Attn: David R. Dickson
766 Main Street
Half Moon Bay, CA 94019

RE: Proposed Scope of Work for the Pilarcitos Canyon Pipeline Replacement Project

Dear Mr. Dickson:

Analytical Environmental Services (AES) is pleased to submit the attached scope of work to Coastside County Water District for the **Pilarcitos Canyon Pipeline Replacement Project**. We are enthusiastic about the opportunity to work with Coastside County Water District and are confident that you will recognize AES as capable of providing the highest quality of environmental services.

AES is a multidisciplinary consulting firm specializing in environmental compliance for a wide range of public and private clients. Our technical staff includes approximately 30 professionals in a range of disciplines, including biology, geology, hydrology, toxicology, cultural resources, air quality, socioeconomics, land use planning, urban design, and geographic information systems.

AES's approach to project management and environmental services has proven to be very successful in meeting compliance requirements in a timely and cost-efficient manner. We would like an opportunity to apply this approach to your project. Should you have any questions, or need additional information, please contact me by phone at (916) 447-3479 or by email at dzweig@analyticalcorp.com. We thank you in advance for your time and consideration.

Sincerely,

David Zweig
President

Enclosure: Proposed Scope of Work

Scope of Work

CCWD Pilarcitos Canyon Pipeline Replacement Project

April 5, 2017

Background and Project Understanding

CCWD receives water from Stone Dam via a pipeline roughly following Pilarcitos Creek. Several years ago, the welded steel pipeline (circa 1948) failed and was replaced with a temporary plastic pipeline. At this time, CCWD proposes to install a permanent buried ductile iron pipeline along the same alignment as the temporary pipeline. It will be a 12-inch diameter, approximately 2,400-foot long pipeline, installed in a trench approximately 3-feet wide and 3 to 4 feet deep. CCWD will be the CEQA Lead Agency and SFPUD a Responsible Agency for the pipeline replacement project. AES will prepare an Initial Study/Mitigated Negative Declaration (IS/MND) to comply with CEQA, and required permit applications.

Work Plan

Task 1: Technical Studies

The following technical studies will be prepared:

1.1 Biological Resources Surveys and Report.

Existing biological studies provided by CCWD will be used as background information to the extent possible. AES will obtain updated background information including California Natural Diversity Database (CNDDB), U.S. Fish and Wildlife Service (USFWS), and California Native Plant Society (CNPS) lists to identify regionally-occurring special-status species documented with the potential to occur within the vicinity of the project site. AES will review a USFWS critical habitat map and NMFS critical habitat designations to determine if the project site is within designated critical habitat for federally-listed species. An AES biologist will conduct a survey of the project site to document baseline biological resources, map habitat types, identify potential wetlands and Waters of the U.S., inventory plant and wildlife species that occur in the vicinity of the project site, and evaluate whether special-status species have the potential to occur within the project site. Preliminarily, biological resources that could be impacted by the project include the following:

- Steelhead
- Red-legged frog
- San Francisco garter snake
- Marbled murrelet
- San Francisco dusky-footed woodrat
- Special-status bats
- Various species of trees

1.2 Wetland Delineation.

The pipeline alignment appears to cross several drainages that may be jurisdictional Waters of the U.S. and State. AES will prepare an updated wetland delineation report in accordance with the “Wetland Delineation Manual” (USACE, 1987), and the “Interim Regional Supplement to the USACE Wetland Delineation Manual: Arid West Region” (USACE, 2008). AES will document any wetland features identified and mapped during the biological survey and prepare a wetland delineation report. The report

will be used in support of the CEQA review process and will document the absence of Waters of the U.S. within the project area. The delineation report will provide the required information in accordance with “Minimum Standards for Acceptance of Preliminary Wetland Delineations” (2001), the “Interim Regional Supplement to the USACE Wetland Delineation Manual: Arid West Region” (USACE, 2008), the Supreme Court’s decision in Solid Waste Agency of Northern Cook County (SWANCC; 2001), and the USACE guidance on implementation of the Supreme Court’s decision in the consolidated cases of Rapanos v. U.S. and Carabell v. U.S. (USACE, 2007).

1.3 Cultural Resources Survey, Report, and AB 52 Consultation.

AES will prepare a cultural resources report for the Proposed Project that will identify archaeological and historical resources located within the Area of Potential Effect (APE) established for the Proposed Project and provide recommendations to mitigate potential adverse effects. This study and report are required both to comply with CEQA and AB 52, which requires consultation with local Indian tribes. All cultural resources work and documentation would conform to the guidelines provided by the State of California, Office of Historic Preservation’s Archaeological Resource Management Reports (ARMR): Recommended Contents and Format (California office of Historic Preservation, 1990) and CEQA Guidelines.

As part of the cultural resources study, the following tasks would be completed by AES: completion of a records search at the Northwest Information Center (NWIC) of the California Historical Resource Information System (CHRIS) housed at Sonoma State University; compilation of all necessary maps, existing archaeological survey reports, site records, and other pertinent information; exhaustive review of pertinent archaeological, ethnographic, and historic literature and maps; consultation with the Native American Heritage Commission (NAHC); completion of an intensive pedestrian field survey of the APE; and preparation of a comprehensive report detailing the scope and results of the study, concise mitigation measures, and recommendations for compliance with CEQA. The proposal does not provide for testing or data recovery of any identified archaeological sites.

Task 2: Initial Study / Mitigated Negative Declaration

2.1 Administrative Draft IS.

AES will prepare an Administrative Draft IS that will consider potentially- significant environmental effects from the Proposed Project and include mitigation recommendations. For each major issue area included within the IS checklist, the general outline of the CEQA impact analysis will include: the Environmental Setting, the Standards of Significance, Answers to the Checklist Questions, Mitigation Measures, and Findings. AES will establish the methodology for the analysis, determine and identify thresholds of significance, identify impacts, and identify feasible mitigation measures or methods to avoid significant impacts. Tasks relevant to the analysis for *key* issue areas are detailed below. Additional CEQA checklist issues to be addressed but not considered major include Agriculture and Forestry Resource, Air Quality, Greenhouse Gas Emissions, Land Use and Planning, Population/Housing, Mineral Resources, Population and Housing, Public Services, Recreation, Transportation/Traffic, and Utilities/Service Systems.

Deliverables: AES will provide the project team with a PDF and electronic copy of the Administrative Draft IS.

Biological Resources. AES will complete the tasks below to determine the level of potential biological impacts and the need for mitigation.

- Consider the Proposed Project in light of applicable state/federal regulatory frameworks, including:
 - Federal Endangered Species Act,
 - Fish and Wildlife Coordination Act,
 - Migratory Bird Treaty Act,
 - Clean Water Act (Sections 401 and 404),
 - Magnuson-Stevens Fishery Conservation and Management Act,
 - California Endangered Species Act,
 - California Fish and Game Code, and
 - Porter-Cologne Water Quality Control Act.
- Address potential impacts to protect species and habitats.
- Address potential tree removal.
- Incorporate findings of the biological resources report and wetland delineation into the biological section of the IS and recommend avoidance or mitigation measures to reduce any potentially significant impacts.

Cultural Resources. Development of the Proposed Project could result in adverse impacts to unknown or inadvertently discovered historical and archaeological resources. AES will complete the tasks below during preparation of the cultural resources section of the IS.

- Incorporate findings of the cultural resources report into the cultural resources section of the IS and list appropriate mitigation measures to reduce any significant impacts.

Geology, Soils and Seismicity. AES will complete the tasks below to determine the level of potential geologic impacts and the need for mitigation.

- Consider the Proposed Project in light of applicable state/federal regulatory frameworks, including:
 - Soil and Water Conservation Act,
 - National Earthquake Hazards Reduction Program,
 - Alquist-Priolo Earthquake Fault Zoning Act,
 - Seismic Hazards Mapping Act, and
 - California Building Standards Code.
- Identify soils types within the project area based on a review of U.S. Department of Agriculture soils surveys and field investigations to estimate the potential for erosion, settlement, and liquefaction;
- Review regional/local earthquake fault and seismic hazard maps to determine the potential for seismic related hazards;
- Incorporate findings into the geology and soils section of the IS and recommend appropriate mitigation measures to reduce any significant impacts.

Hazardous Materials and Hazards. AES will complete the tasks below to determine the level of potential impacts regarding hazards and hazardous material and the need for mitigation.

- Review the relevant local and regional planning policies and ordinances related to hazards and hazardous materials within the project area.
- Consider the Proposed Project in light of applicable state/federal regulatory frameworks, including:
 - Resources Conservation and Recovery Act,

- Hazardous and Solid Waste Management Acts, and
- Comprehensive Environmental Response, Compensation, and Liability Act.
- Request a database search from Environmental Data Services to identify whether the project site is listed on various local, state, or federal hazardous materials databases. AES will also search online database resources regarding facilities or sites identified as meeting the “Cortese List” requirements pursuant to Government Code Section 65962.5.
- AES will research historic land usage within and adjacent to the project site, including review of historic topographic maps and aerial photographs.
- AES will incorporate findings into the hazards and hazardous materials section of the IS and recommend appropriate mitigation measures to reduce any significant impacts from the handling of hazardous materials during construction.

Hydrology and Water Quality. Construction of the Proposed Project could alter the existing drainage patterns on the project site, potentially impacting run-off quantity and quality. AES will complete the following tasks during preparation of the Hydrology and Water Quality Section of the IS:

- Review existing information concerning water quality in the project area and consider the applicability of relevant local/regional planning policies and ordinances.
- Consider the Proposed Project in light of applicable state/federal regulatory frameworks, including the Clean Water Act and Porter-Cologne Water Quality Act.
- Using existing information, identify the general types and sources of water quality changes that may result from the proposed development.
- Evaluate potential impacts of runoff from the project site on the quality of receiving waters.
- Discuss the need to apply for a National Pollutant Discharge Elimination System (NPDES) permit for construction activities. Identify guidelines and policies of the Regional Water Quality Control Board (RWQCB), U.S. Environmental Protection Agency, and County plans regarding water quality impacts from storm water runoff.
- Incorporate findings into the Hydrology and Water Quality section of the IS Checklist and recommend appropriate mitigation measures to reduce any significant impacts.

Noise. Construction of the Proposed Project would result in a short-term increase in noise and vibration in the vicinity of the project site that may impact sensitive receptors. AES will complete the following tasks to determine the level of potential impacts and the need for mitigation:

- Identify the noise level standards contained in the County’s General Plan Noise Element which are applicable to the project, as well as any germane state and federal standards.
- Identify the location of sensitive receptors that may be affected by the Proposed Project.
- Quantify the anticipated increase in ambient noise levels as a result of construction of the Proposed Project through application of accepted construction noise prediction methodologies.
- Identify all significant noise impacts resulting from the proposed project.
- Recommend appropriate and practical recommendations for noise control aimed at reducing any identified potential noise impacts to a level of insignificance.

2.2 Prepare IS/MND, Mitigation Monitoring and Reporting Plan (MMRP), and Notice of Intent (NOI).

AES will incorporate comments from the project team on the IS Checklist and prepare the IS/MND for public circulation. Once the mitigation has been approved by the CCWD staff, AES will prepare a MMRP

that will identify the agency with implementing and monitoring responsibility, compliance standards for the implementation of mitigation measures, and the necessary timing of mitigation measures. The MMRP will be included as an appendix to the public review IS/MND. AES will prepare a NOI to adopt a MND using CCWD's preferred format. The CCWD will be responsible for the coordination and costs of publishing the NOI in local newspapers.

Deliverables: AES will produce the IS/MND and appendices as a pdf and up to 5 hard-copies. The IS/MND will be submitted as required to the State Clearinghouse with the NOI for transmittal to identified state agencies.

2.3 Response to Comments.

AES will provide CCWD with a written response to any comments submitted during the 30-day public review period for the NOI. This proposal assumes that no more than ten (10) individual substantive comments will be submitted during the public review period.

Deliverables: AES will provide CCWD with an electronic copy of the Responses to Comments document to support CCWD's adoption of the MND.

Task 3: General Construction Stormwater NPDES Permit and SWPPP

AES will prepare a Risk Level 1 Storm Water Pollution Prevention Plan (SWPPP) to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity Construction General Permit Order 2009-0009-DWQ (CGP). The coverage is required for the Proposed Project.

AES will register on the State Water Resources Control Boards (SWRCB) Stormwater Multi Application Reporting and Tracking System (SMARTS) database, file the electronic NOI for the proposed project, and help designate the approved signatories and data submitters for the project consistent with regulations. The resulting SWPPP document will be comprehensive and compliant with the requirements set forth in the adopted order. A preliminary table of contents for the Risk Level 1 included below.

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Task 4: Wetlands/Waters of the U.S. Permitting

4.1 Clean Water Act Section 404 Permit from USACE.

AES will prepare a Pre-construction Notification (PCN) application for the proper Nationwide Permit (NWP) that meets the project’s purpose, submit application to the USACE, and request authorization for the Proposed Project. The PCN will include a project description, quantification of permanent and temporary impacts to waters of the U.S., and information to demonstrate compliance with specific regional and general conditions applicable to the NWP program and to the USACE’s Sacramento District. The PCN package will also include a restoration plan and information to demonstrate compliance with the ESA, and the NHPA. A draft and final version of the PCN package will be submitted to the project team prior to submitting the package to the USACE.

4.2 Clean Water Act Section 401 Water Quality Certification from RWQCB.

Compliance with Section 401 of the CWA requires that the discharge of dredged or fill material into waters of the U.S., including wetlands, does not violate state water quality standards. As required by Section 404, water quality certification must be obtained for permit compliance. AES will prepare a Section 401 water quality certification application for filing with the Central Valley RWQCB. The application will include a copy of the USACE PCN; if applicable, a Streambed Alteration Agreement with DFW, or copy of the 1602 notification package; and evidence of CEQA compliance.

4.3 DFW Streambed Alteration Agreement.

AES shall prepare the required SAA notification package to be filed with DFW. The notification package will describe the project features, construction period, construction methods, impacts on vegetation, fish, and wildlife, and the proposed mitigation and restoration plan prepared in connection with USACE permitting (if applicable). The notification package will also include evidence of CEQA compliance prior to issuing a SAA for the project. If required, AES will attend one site visit with DFW to confirm the limits of DFW jurisdiction under Section 1602.

Schedule

The anticipated timeline for the project is outlined below.

Technical Studies: 90 days

IS/MND: Draft within 60 days of completion of technical studies

Permit Applications: within 30 days of CCWD adopting IS/MND

Cost Estimate

AES will complete the tasks above on a time and materials basis. Work will be conducted in accordance with the AES Fee Schedule in effect at the time the work is performed. The current AES Fee Schedule is attached.

Task 1: Technical Studies

1.1 Biological Resources Surveys and Report	\$9,500
1.2 Wetland Delineation	\$7,950
1.3 Cultural Resources Survey, Report, and AB 52 Consultation	\$12,500

Task 2: Initial Study / Mitigated Negative Declaration

Task 2.1: Administrative Draft IS	\$28,875
Task 2.2: IS/MND, MMRP, and NOI	\$4,500
Task 2.3: Response to Comments	\$7,500

Task 3: General Construction Stormwater NPDES Permit and SWPPP

\$9,950

Task 4: Wetlands/Waters of the U.S. Permitting

4.1 Clean Water Act Section 404 Permit from USACE	\$6,000
4.2 Clean Water Act Section 401 Water Quality Certification from RWQCB	\$5,200
4.3 DFW Streambed Alteration Agreement	\$5,200

TOTAL **\$97,175**

Assumptions

- CCWD will arrange for access to the project area.
- CCWD will pay any required permit fees.
- This scope of work and cost estimate does not provide for sampling, monitoring, or reporting under the requirements of the SWPPP.
- Site specific design of erosion control measures will not be provided as part of the SWPPP. Specific design and implementation of BMPs will be the responsibility of the contractor or others.
- This proposal and cost estimate are strictly for a Risk Level 1 project. In no way does this scope of work guarantee that a Risk Level 1 SWPPP will meet the SWRCB requirements. Should a higher risk level document be required, AES can incorporate the additional requirements over a Risk Level 1 SWPPP for an additional cost.

2017 FULLY BURDENED BILLING RATES

EMPLOYEE POSITION	HOURLY BILLING RATE
Principal	\$305
Project Director	\$285
Sr. Project Manager	\$260
Project Manager	\$220
Analyst III	\$185
Analyst II	\$165
Analyst I	\$135
Archeologist III	\$185
Archeologist II	\$165
Archeologist I	\$135
Biologist III	\$185
Biologist II	\$165
Biologist I	\$135
Sr. Graphics Designer	\$160
Graphic Designer II	\$135
Graphic Designer I	\$115
Planner I	\$125
Office Administrator	\$145
Administrative Assistant III	\$125
Administrative Assistant II	\$115
Administrative Assistant I	\$105

DIRECT COSTS

Postage / Overnight Mail	Actual cost + 15%
Courier Charges	Actual cost + 15%
Mileage	Federal Rate - currently \$0.535 per mile + 15%
GPS Unit and supporting computer equipment:	\$200/day + 15%
In-house Copying Charges:	
Black & White	\$0.10 per page + 15%
Color	\$1 per page + 15%
CD duplication w/label & case	\$2.50 each + 15%
Subconsultants	Actual cost + 15%
Other Direct Costs	Actual cost + 15%