



## NAPA SANITATION DISTRICT

### ESA WATER - TASK ORDER No. 30 Sarco Creek Pipeline Replacement Project (CIP #15703)

Date: \_\_\_\_\_

Issued under Professional Services Agreement dated August 5, 2014.

To: ESA Water

#### Project Description:

Environmental Service during construction for the Sarco Creek Pipeline Replacement Project.

#### Description of Scope of Services to be performed by Consultant under this Task Order:

See Attachment 'A' – Scope of Services

**Description of Services to be Provided by District:** See Attachment 'A' – Scope of Work

**Deliverables:** See Attachment 'A' – Scope of Work

**Consultant Project Manager:** Even Holmboe

**Consultant Quality Control Manager:** James O'Toole

**Schedule to Perform Services:** April 2016 to December 2016

**Time & Materials Not-to-Exceed Cost Limit:** \$64,258.90

See Table "1" – Pricing Proposal

#### APPROVALS:

##### ESA WATER

By: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

##### NAPA SANITATION DISTRICT

By: \_\_\_\_\_  
Purchasing Agent

\_\_\_\_\_  
Date

NSD Account No.: CIP 15703

## ATTACHMENT "A"

### **SCOPE OF WORK**

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## **Sarco Creek Sewer Trunk Replacement Project**

### **Project Understanding and Environmental Constraints**

ESA understands the project includes removal of two 15-ft-deep sewer manholes; fill or abandonment of an existing 100-foot-long sewer line; the installation of a new 16-inch-diameter, 75-ft-long pipe and two manholes; and extension of an existing sewer weir crossing Sarco creek. The new sewer line will be installed via open cut trenching. Based upon our understanding of the pipeline route and monitoring requirements established in the Caltrans Negative Declaration (ND); NMFS letter of concurrence, ACOE 404 permit, and CDFW Streambed Alteration Agreement application, our monitoring effort is focused on biological resources monitoring, including a pre-construction nesting bird survey, a pre-construction survey for western pond turtle and other aquatic sensitive species, site documentation, and daily monitoring during earth disturbing activities at Sarco Creek. ESA assumes a total project schedule of 122 days beginning on June 15, 2016 and ending October 15, 2016. The actual level of monitoring required during construction will depend upon several variables, including: contractor performance, permit conditions, presence of sensitive species, and construction schedule. As such, our scope of work represents an order of magnitude cost estimate that can be refined in coordination with the District. Additional services not included in this proposal would be performed as requested on a time-and-materials basis.

ESA's project management team Jim O'Toole (Project Director) and Even Holmboe (Project Manager) will coordinate directly with the District throughout project implementation, and are available for day-to-day communication. Mr. Holmboe will mobilize the construction monitoring team and be the primary point of contact in the field.

## Task 1. Project Management

This task provides for day-to-day coordination with the District, including pre-construction consultation and field reconnaissance regarding environmental issues, progress reporting, permit review, preparation and submittal of a resume package for Caltrans and/or CDFW approval, and team mobilization.

Schedule: Ongoing throughout construction (approximately 2 hours per month)

Deliverables: Monthly progress reports; resume package

Cost: \$4,760

## Task 2. Pre-Construction Surveys

### Nesting Birds

For ground disturbing activities occurring during the breeding season (February 1 to August 31)<sup>1</sup>, ESA's biologist will conduct pre-construction visual (binocular) surveys of all potential nesting habitat for birds within 500 feet of line sight of construction activities, and a survey of a 0.25 mile buffer would be conducted for Swainson's hawk nests. Based on the preliminary construction schedule, ESA anticipates surveys will need to be initiated in early June.

It should be noted that for listed bird species, protection is required year-round and there may be special treatment during mating season. The survey will be scheduled in coordination between ESA, the District, and the contractor 15 days prior to the start of construction related activities (including site mobilization) during the nesting season. The survey results are valid for two weeks or for continuous construction in same location. This survey would address all bird species, including raptors, passerines, and songbirds. Results of the survey at the jurisdictional drainages will likely be reported to CDFW, pending the requirements of the final Streambed Alteration Agreement.

If preconstruction surveys indicate that nests are inactive or potential habitat is unoccupied during the construction period, no further mitigation is required. In the event an active bird nests are observed within the project area, ESA will coordinate with the District and its contractors to develop the appropriate strategy, and consult with wildlife agencies (USFWS, CDFW) as necessary. In general, a 500-foot no-disturbance buffer will be created around active raptor nests during the breeding season or until it is determined that all young have fledged. A 250-foot buffer zone will be created around the nests of other special-status birds. These buffer zones are consistent with CDFW avoidance guidelines; however, they may be modified in coordination with CDFW based on existing conditions at work locations.

<sup>1</sup> The non-breeding season is defined as September 1 to January 31. During this period, breeding is not occurring and surveys are not required. However, if nesting birds are encountered during work activities in the non-breeding season, disturbance activities within a minimum of 50 feet of the nest should be postponed until the nest is abandoned or young birds have fledged.

ESA will make a technical argument to support the principle of practicality in meeting the various regulations. Ultimately, CDFW will make the determination on the appropriate avoidance and buffer measures. In some cases, the resource agencies may also require additional full-time onsite monitoring. This scope assumes the preparation and submittal of one technical memorandum detailing pre-construction survey results to the District and CDFW. Additional coordination or monitoring required as a result of these results will be addressed separately in the contingency/optional task below.

## **Aquatic Species**

Concurrent with the breeding bird surveys, ESA would conduct a pre-construction survey for western pond turtle and other sensitive aquatic species. The survey would include the creek crossing and suitable upland habitat within the construction site. If listed species are observed within the project area, ESA will coordinate with the District and its contractors to develop the appropriate strategy, and consult with wildlife agencies (USFWS, CDFW), as necessary. As appropriate, ESA's biologist would relocate the species to a safe location outside the work area. ESA will clear the project site, including staging, access, and laydown areas, prior to construction to ensure sensitive resources are avoided. This scope assumes the preparation and submittal of one technical memorandum detailing pre-construction survey results to the District and CDFW. Additional coordination or monitoring required as a result of these results will be addressed separately in the contingency/optional task below. The final CDFW Streambed Alteration Agreement may place additional timing restrictions on the aquatic species survey. If, after the permit review performed in Task 1, permit conditions make concurrent wildlife surveys infeasible, ESA will coordinate with the District to develop alternative survey strategies, to be billed under the contingency/optional task below.

Schedule: One 8-hour day plus report preparation, a maximum of 15 days prior to construction (estimated early June 2016)

Deliverables: Technical Memoranda of survey results and recommendations

Cost: \$2,700

## **Task 3. Construction Monitoring**

ESA will conduct daily monitoring for earth disturbing activities within the Sarco Creek riparian corridor, as described in the Caltrans ND. ESA will provide oversight for biological resources and project mitigation measures. During construction, our scope of work also assumes full time monitoring of earth disturbing activities for up to thirty 8-hour construction work days. over the duration of the construction schedule. This includes inspection of SWPPP BMPs for erosion control, and compliance with applicable mitigation measures in the project environmental documents. Daily logs will be prepared during each monitoring event, documenting observations and identifying any compliance issues and resolutions.

These assumptions, including number of days, and number of hours per workday, are for scoping purposes and may need to be adjusted based on actual project implementation schedule. As noted above, the actual level of monitoring required during construction will depend upon several variables, including: contractor performance, project permit requirements, presence of sensitive species, and construction schedule. As such, our scope of work represents an order of magnitude cost estimate that can be refined in coordination with the District.

Schedule: June-October 2016

Deliverables: Daily log forms signed by the environmental inspector

Cost: \$45,600

## **Task 7. Post-Construction Compliance Reporting (Project Completion Report)**

To support project reporting requirements, this scope includes preparation of project completion report summarizing daily logs and identifying project compliance status at end of the project. The report would include a detailed tracking matrix that summarizes compliance with each condition and/or mitigation identified in the ND, ACOE 401 permit, and final CDFW Streambed Alteration Agreement. Our scope of work assumes one round of comments on the report by the District.

Schedule: Post-construction; estimated Fall 2016

Deliverables: Final Project Completion Report

Cost: \$5,520

## **Assumptions**

- This scope is based on the permits provided to ESA to date, and does not include permits from Regional Water Quality Control Board, CDFW, U.S. Fish and Wildlife Service, or other regulatory agency. In the event additional permits are issued for the project, ESA would prepare a scope modification for additional surveys, monitoring, and reporting tasks.
- Based on review of the Caltrans ND mitigation measures ESA assumes that construction monitoring for cultural resources is not required. ESA archaeologists are available to respond to unanticipated discoveries in the field.
- This scope of work does not include preparation of a Vegetation Enhancement Plan or revegetation monitoring. ESA assumes that Caltrans District will contract a separate qualified landscape firm with experience in restoration design and implementation to complete the planting should this be required for the project.
- ESA assumes that a required water diversion and fish relocation plans have been developed, submitted to regulatory agencies, and approved. Development of these plans or their implementation is not included in this scope, but may be provided in the Contingency/Optional task below.
- ESA assumes that paleontological monitoring will not be required by the Paleontological Identification Report. If paleontological monitoring is required, these services may be provided under the Contingency/Optional Tasks below.

## Task 5 Contingency/Optional Tasks

The following table identifies activities that may be encountered or required based upon our experience. These contingency items would be modified as appropriate to address specific conditions as they occur on the proposed Project. These contingency items represent actions which will be required if a sensitive species is located onsite and need to be relocated and biological monitoring of any sensitive species, including nest raptors. For all contingencies, the Project Team would be briefed on approach prior to implementation or agency consultation. This additional information is provided as reference only and is not included in this overall cost estimate. These tasks can be provided on a time and materials basis in coordination with the District.

Contingency Item	Actions	Typical Costs
Extended Contractor Schedule	Construction schedule is delayed or extended beyond the anticipated construction schedule.	Estimate 10 hours per day @ \$180/hour for contractor meetings or additional monitoring and daily log preparation
Accidental discovery of Cultural ,Paleontological Archaeological Resources	Initial Assessment and reporting to be completed by Registered Professional Archaeologist. Documentation submission to State Historic Preservation Office	Up to \$5,000 for site investigation, reporting, and agency coordination.
Presence of Sensitive Species within the Work Area (Nesting Birds or California red-legged frog) –Each Occurrence	Consultation with CDFW, Monitoring, Prepare Report, Documentation submission to CDFW	For each occurrence estimate up to 4 hours of consultation and up to 8 hours of reporting (@ \$180).
Additional Regulatory Requirements Pursuant to above-listed survey result consultations	Onsite Monitoring (assumes 10 hour days)	Depending on species, timing, and resource agency requirements, daily monitoring (10 hour days @ \$180/hr).
Additional Surveys Required by Project Permits	Additional pre-construction surveys for birds, bats, or other sensitive species as required by final project permits or as determined necessary in coordination with the District.	Up to 8 hours per day for additional surveys and up to 4 hours per survey for documentation of survey results and agency coordination @ \$180/hour.
Contractor Training	Development and Implementation of a Worker Environmental Awareness Program (WEAP) if required by additional project permits	Up to \$5,000 for preparation of WEAP. Trainings can be provided concurrent with construction monitoring at no additional cost. Additional trainings can be provided at 3 hours each additional training session (@ \$180).
Water Quality Testing	Collection and analysis of water samples.	Collection and analysis of samples up to three hours per collection @180/hr plus equipment and/or lab costs.
Contractor Non-Compliance	Contractor violation(s) of MMRP, Permits, NCR preparation, project management meetings, and documentation of corrective action and success.	Up to 3 hours each occurrence @ \$180/hr to identify, communicate, and resolve issue.

TABLE 1: PRICING PROPOSAL  
ESA Labor Detail and Expense Summary

<div>Employee Name</div>									
<div>Title</div>		Senior Director II	Managing Associate II	Senior Associate I	Associate II	Subtotal	Subtotal	Hours	Labor Price
Task #	Task Name/Description	\$265	\$180	\$140	\$120				
1	Project Management and Coordination	8	12		4	\$ 4,760	\$ -	24	\$ 4,760
2	Pre-Construction Surveys		15			\$ 2,700	\$ -	15	\$ 2,700
3	Construction Monitoring		20	300		\$ 45,600	\$ -	320	\$ 45,600
4	Project Reporting		12	24		\$ 5,520	\$ -	36	\$ 5,520
5	Contingency/Optional Tasks					\$ -	\$ -	-	\$ -
Total Hours		8	59	324	4		\$ -	395	
Subtotals - Labor Costs		\$ 2,120	\$ 10,620	\$ 45,360	\$ 480	\$ 58,580	\$ -		\$ 58,580
Percent of Effort - Labor Hours Only		2.0%	14.9%	82.0%	1.0%			100.0%	
Percent of Effort - Total Project Cost		3.3%	16.5%	70.6%	0.7%				91.2%

ESA Labor Costs\$ 58,580

Communication Fee on Labor Cost\$ 1,757

ESA Non-Labor Expenses

\$ 3,922

\$ -

Subtotal ESA Non-Labor Expenses\$ 3,922

Subconsultant Costs (see Attachment B for details)\$ -

TOTAL PROJECT PRICE\$ 64,258.90