

**LAKE DON PEDRO COMMUNITY SERVICES DISTRICT  
2015 IRWM Implementation Grant Proposal**

**WORK PLAN**

The three projects contained in this grant application have evaluated the need for impact to tribal resources during the cultural resources analysis for the CEQA documents associated with each project. None of the projects are expected to encounter tribal resources. Therefore, tribal notification is not applicable.

**PROJECT 1. Drought Emergency Groundwater Supply Wells**

**IMPLEMENTING AGENCY: LAKE DON PEDRO COMMUNITY SERVICES DISTRICT (LDPCSD)**

**PROJECT DESCRIPTION:**

The project involves construction of two new groundwater supply wells for a total capacity of 175 gallons per minute in order to mitigate current and future water supply shortages during drought. The LDPCSD is in a critical water emergency as it is estimated that LDPCSD could run out of water before the end of 2015 if levels in Lake McClure, the primary drinking water source, continue to decline to below the LDPCSD intakes in the lake. The proposed wells are planned to be located on LDPCSD or publicly owned property within Mariposa County.

**BUDGET CATEGORY (A): DIRECT PROJECT ADMINISTRATION**

**Task 1 – Project Management**

This task includes management of the grant agreement including compliance with grant requirements, preparation and submission of supporting grant documents, and preparation of invoices including relevant supporting documentation for submittal to DWR. This task also includes administrative responsibilities associated with the project such as managing consultants/contractors.

This task is already in progress as well test hole drilling has commenced and well construction is anticipated to occur in the fall of 2015. This task is currently 10% complete.

**Deliverables:**

- Environmental Information Form (EIF)
- Financial Statements
- Invoices
- Other Applicable Project Deliverables

**Task 2 – Labor Compliance Program**

This task involves taking all measures necessary to ensure compliance with applicable California Labor Code requirements, including preparation and implementation of a prevailing wage labor compliance program or including any payments to the Department of Industrial Relations under Labor Code Section 1771.3. LDPCSD is completing work under a DWR Emergency Funding Grant which requires implementation of Labor Compliance provisions.

This task will begin in parallel with construction bidding and is 5% complete.

**Deliverables:**

- Proof of labor compliance upon request

**Task 3 – Reporting**

This task includes preparation of progress reports detailing work completed during the reporting period; submittal of reports to LDPCSD's Board of Directors for review and inclusion in a progress report to be submitted to DWR; preparation of draft and final Project Completion Reports. The Final Report will be prepared addressing DWR comments. The report will be prepared and presented in accordance with the provisions of the DWR grant agreement.

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This task will begin upon grant award and is 0% complete.

### **Deliverables:**

- Quarterly Project Progress Reports
- Draft and Final Project Completion Reports

### **BUDGET CATEGORY (B): LAND PURCHASE/EASEMENT**

#### **Task 4 – Land Purchase**

For one of the two proposed wells, a candidate location has been selected, and LDPCSD has already purchased this 17-acre property using LDPCSD funds. LDPCSD will attempt to locate the second well on existing publicly owned property (either County-owned or LDPCSD-owned) so that no additional land purchase will be required.

Well locations will be selected to minimize the need for easements to the extent feasible. However, depending on the specific well locations selected, up to approximately 5,625 square feet of easements may be required for well-related equipment and/or pipeline connections from the wells. Land easement surveying work has already begun and acquisition activities for portions of the easements are either completed or will begin upon completion of preliminary design upon selection of the specific well locations and determination of the pipeline connection alignments.

The easement acquisition will begin after completion of preliminary design (Task 5). This task is 5% complete.

### **Deliverables:**

- All relevant documentation regarding acquisition of easement including final recorded deed, and title report.

### **BUDGET CATEGORY (C): PLANNING/DESIGN/ENGINEERING/ENVIRONMENTAL DOCUMENTATION**

#### **Task 5 – Feasibility Studies**

LDPCSD has been conducting feasibility studies, including all potential surface water acquisition options and locating and installing pilot wells, to identify suitable locations for the proposed wells since February 2015. Additional review of candidate well locations will be conducted to evaluate connectivity to the water distribution system, confirm well water quality and production capacity, and analyze storage and demand issues. To achieve the necessary well production, additional pilot wells will be installed at identified candidate locations, including test hole drilling, sampling and logging, and pump testing to form the basis for the well equipping design. Given the hydrogeological conditions of the area (fractured rock formations), it is likely that multiple test holes will be required at different sites to locate sufficient water supply.

This task is 10% complete.

### **Deliverables:**

- Preliminary Design Report including well driller's logs.

#### **Task 6 – CEQA Documentation**

LDPCSD has filed a CEQA Notice of Exemption for installation of the pilot wells that have been drilled to date. Once the locations of additional wells are determined, LDPCSD will prepare additional Notice of Exemption under Title 14 of the California Code of Regulations Section 15269, Emergency Projects, (c) "Specific actions necessary to prevent or mitigate an emergency." The proposed project qualifies as a specific action necessary to prevent or mitigate an emergency since LDPCSD will have insufficient water supply by December 2015 without the proposed project.

This task is 33% complete.

### **Deliverables:**

- Copy of CEQA Notice of Exemptions
- Copy of Receipt of Filing from the County of Mariposa
- No Legal Challenges Letter

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### **Task 7 – Permitting**

It is anticipated that the project will require the following permits:

- Well driller's permit from Mariposa County
- Water Supply Permit Amendment from the State Water Resources Control Board Division of Drinking Water

Construction Stormwater General Permit for stormwater discharge will not be required because the project's cumulative disturbance area will be less than 1 acre.

This task will begin after completion of preliminary design (Task 5), and is 0% complete.

#### **Deliverables:**

- All required permits

### **Task 8 – Design**

No geotechnical investigation will be required for the proposed project since it does not involve construction of buildings. Topographic surveys will be conducted at the well locations and any required pipeline alignments. Based on the pilot well drilling results in Task 5, the hydrogeologist on-contract with LDPCSD will provide test pumping analysis to establish the criteria for design and specifications, and an engineering consultant will finalize the design plans and specifications of the proposed wells, including the screen material, packing and depth of well. In addition, the design plans and specifications for the associated surface facility improvements and well equipment such as pumps, control and monitoring equipment, electrical equipment, disinfection/treatment system, site work, and pipelines will be prepared under this task.

This task is 0% complete.

#### **Deliverables:**

- Topographic Survey
- Updated Project Cost Estimate
- 100% Design Documents

### **Task 9 – Project Performance Monitoring Plan**

This task includes development and submittal of a Project Performance Monitoring Plan (PPMP). The Project Performance Monitoring Plan will include baseline conditions, a brief discussion of monitoring systems to be used, methodology of monitoring, frequency of monitoring, and location of monitoring points.

The project performance monitoring parameters will include the quantity of water produced by the project wells.

This task will occur before the wells are put into operation, and is 0% complete.

#### **Deliverables:**

- Project Performance Monitoring Plan

## **BUDGET CATEGORY (D): CONSTRUCTION/IMPLEMENTATION**

### **Task 10 – Contract Services**

This task includes activities necessary to secure contractors and award the contracts for the well equipping elements of the work, including: developing the bid documents, preparing advertisement and contract documents, for construction contract bidding, conducting pre-bid meeting, bid opening and evaluation and selection of the contractor, award of contract, and issuance of notice to proceed.

LDPCSD already has an existing contract with a drilling contractor who will be used for drilling of the proposed wells. LDPCSD will secure additional contract(s) for the procurement and installation of the equipment and pipe connections associated with the well installations using the public bidding process. In addition, a contract with Pacific Gas and Electric Company (PG&E) for design of the electrical service to the project has been executed. PG&E will complete the design once final well location(s) are identified.

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As the drilling contractor has already been secured, this task is 30% complete.

### **Deliverables:**

- Scope of work and other construction contract related documents
- Award of Contract(s)
- Notice(s) to Proceed

### **Task 11 – Construction Administration**

This task includes managing contractor submittal review, answering requests for information, and issuing work directives. Construction observer duties will include: documenting of pre-construction conditions, daily construction diary, preparing change orders, addressing questions of contractors on site, reviewing/ updating project schedule, reviewing contractor log submittals and pay requests, forecasting cash flow, notifying contractor if work is not acceptable.

This task will begin upon completion of Task 10 and is 0% complete.

### **Deliverables:**

- Notice of Completion

### **Task 12 – Construction/Implementation Activities**

This task includes the following construction activities:

- Mobilization and Demobilization - Includes production well drilling, casing, screening, development and testing.
- Site preparation - Includes preparation of the site for well equipping and pipe installations.
- Install/Construct - Includes installation of the associated equipment, including pumps, control and monitoring equipment, electrical equipment, and disinfection/treatment system, as well as installation of the pipes and valves for connecting to the water distribution system.
- Improve - Includes fence installation and surface restoration of the well sites and pipe layout areas.

This task is 0% complete.

### **Deliverables:**

- Photographic documentation
- Engineers Certification of final inspection and project completion

**Standards and Methods Used:** Project design and construction will be in accordance with the County of Mariposa and LDPCSD construction standards, and the State Water Resources Control Board Division of Drinking Water Title 22 California Waterworks Standards. In addition, the well facilities will follow applicable standards from AWWA, ASTM, APWA, and the Greenbook.

**Data Management and Post-Implementation/Construction Performance Monitoring:** Data provided as part of the PPMP will be provided to the Yosemite-Mariposa IRWM program, DWR and uploaded to State websites (e.g. GAMA, CEDEN, etc.) as appropriate. Post- implementation/construction performance monitoring will occur consistent with the PPMP and in accordance with the provisions of the DWR grant agreement.

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## PROJECT 2. Regional Water Use Efficiency Program

IMPLEMENTING AGENCY: LAKE DON PEDRO COMMUNITY SERVICES DISTRICT (LDPCSD)

### PROJECT DESCRIPTION:

The proposed program will include the following elements to promote water conservation by residential and commercial water users. The program will initially focus on the LDPCSD's service area within Mariposa County for the first year, and later expand to the remainder of Mariposa County.

- **Education and Outreach:**
  - **Website:** Establishing and maintaining a Water Conservation Website to provide educational materials and information on the various program elements;
  - **Phone Hotline:** Establishing and operating a Water Conservation Phone Hotline;
  - **Public Outreach Events:** Conducting marketing and outreach activities at selected local community events throughout the year to raise awareness about the Program (booth and distribution of outreach materials);
  - **Workshops:** Development and delivery of water conservation workshops to provide knowledge and demonstrate water saving activities, to be held in various locations throughout LDPCSD;
  - **Other Outreach Activities:** Preparing and distributing mailers, other advertisements and outreach materials to raise awareness about the Program.
- **House Call Program:** Free home water use evaluations will be provided to help property owners identify opportunities for water conservation. The House Call Program will also include provision and installation of "Water Kits" that include water-saving retrofit plumbing fixtures free of charge to the users. For water users who prefer to install their own retrofit fixtures, an incentive rebate of \$50 will be provided after confirmation via a post-installation inspection.
- **Technical Assistance:** Technical assistance will be provided free of charge to larger water users to support the design and implementation of water conservation activities, including installation of greywater reuse systems and conversion to water efficient landscaping. In addition, technical assistance will be provided to commercial users in the hospitality industry (hotels and motels) to implement industry-specific water conservation programs such as towel reuse and linen reuse.
- **Incentive Program:** An incentive program will be implemented to provide rebates for water efficiency improvements, including:
  - Installation of greywater (laundry)- or rainwater-to-landscape irrigation systems
  - Irrigation system upgrades and drought tolerant landscaping: Replacing spray irrigation systems with properly designed drip systems, installation of smart irrigation technology, permanent removal of lawn and replacement of high-water-use landscaping with drought tolerant landscaping
  - Upgrading to High Efficiency Toilets and Urinals (HET/U)

### BUDGET CATEGORY (A): DIRECT PROJECT ADMINISTRATION

#### **Task 1 – Project Management**

This task includes management of the grant agreement including compliance with grant requirements, and preparation and submission of supporting grant documents, and preparation of invoices including relevant supporting documentation for submittal to DWR. This task also includes administrative responsibilities associated with the project such as managing consultants/contractors.

This task will begin upon grant award and is 0% complete.

#### **Deliverables:**

- Environmental Information Form (EIF)
- Financial Statements
- Invoices
- Other Applicable Project Deliverables

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**Task 2 – Labor Compliance Program (Not Applicable)**

The project does not involve any “public works” construction elements that would require the payment of prevailing wages. Therefore, it is not required to initiate and enforce a Labor Compliance Program in accordance with the Labor Code 1771.5 for this project.

**Deliverables:**

- Not applicable

**Task 3 – Reporting**

This task includes preparation of progress reports detailing work completed during the reporting period; submittal of reports to the implementing agency’s Board of Directors for review and inclusion in a progress report to be submitted to DWR; preparation of draft and final Project Completion Reports. The Final Report will be prepared addressing DWR comments. The report will be prepared and presented in accordance with the provisions of the DWR grant agreement.

This task will begin upon grant award and is 0% complete.

**Deliverables:**

- Quarterly Project Progress Reports
- Draft and Final Project Completion Reports

**BUDGET CATEGORY (B): LAND PURCHASE/EASEMENT**

**Task 4 – Land Purchase (Not Applicable)**

No land purchases or easements are required to implement this project.

**Deliverables:**

- Not applicable

**BUDGET CATEGORY (C): PLANNING/DESIGN/ENGINEERING/ENVIRONMENTAL DOCUMENTATION**

**Task 5 – Feasibility Studies (Not Applicable)**

The water efficiency program elements included in the proposed project have been demonstrated to be feasible and effective in Tuolumne County and elsewhere in the state. Incentive programs have been specifically crafted and incentivized in response to needs identified by local water providers and their customers. Therefore, no separate feasibility study will be required to implement the proposed project.

**Deliverables:**

- Not applicable

**Task 6 – CEQA Documentation**

The proposed program is an administrative program that provides water conservation education, outreach and rebate incentives to customers. Any and all improvements will be made by the water customers (private property owners) and consist of minor improvements; no structural improvements or significant ground disturbing activities will occur. Such work is not subject to CEQA or Native American Tribal Notification. A CEQA Notice of Exemption will be filed with the County of Mariposa.

This task is 10% complete.

**Deliverables:**

- Copy of Notice of Exemption
- Copy of Receipt of Filing from the County of Mariposa
- No Legal Challenges Letter

**Task 7 – Permitting (Not Applicable)**

No permits will be required to implement this project.

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### **Deliverables:**

- Not applicable

### **Task 8 – Design**

LDPCSD staff has been working to identify the financial, staffing, and external resources needed to implement and manage a successful water conservation program. Additional tasks to be completed to finalize the program design include:

- Modifying the existing public outreach materials to tailor the content to the local audience as necessary
- Determining the detailed methods and schedules for outreach, marketing and educational program curriculum development, venue identification and scheduling
- Determining the details of the Terms and Conditions, application process, any applicable system design or homeowner permitting requirements and reimbursement methods for the Incentive Program

This task is 60% complete.

### **Deliverables:**

- Marketing and outreach materials
- Educational workshop schedules and agendas
- Incentive Program Terms and Conditions

### **Task 9 – Project Performance Monitoring Plan**

This task includes development and submittal of a Project Performance Monitoring Plan (PPMP). The Project Performance Monitoring Plan will include baseline conditions, a brief discussion of monitoring systems to be used, methodology of monitoring, frequency of monitoring, and location of monitoring points.

The project performance monitoring parameters are anticipated to include the number of program participants (e.g., number of Water Kits installed, number of rebates disbursed, high efficiency toilets or urinals installed, square feet of turf eliminated, irrigation systems modified to drip), water use reduction data for metered program participants, and data from follow-up surveys for non-metered program participants.

This task is 5% complete.

### **Deliverables:**

- Project Performance Monitoring Plan

## **BUDGET CATEGORY (D): CONSTRUCTION/IMPLEMENTATION**

### **Task 10 – Contract Services**

The proposed program will primarily be administered and managed by a third party program coordinator. In addition, third party contractors will be secured through a Request for Proposal (RFP) process to implement the House Call Program and Technical Assistance program elements. The contracting activity will include: developing the request for proposals, evaluation and review of the proposals, selection of the contractor, award of contract, and issuance of notice to proceed.

### **Deliverables:**

- Request for Proposals
- Proof of Advertisement
- Award of Contract
- Notice to Proceed

This task is 0% complete.

### **Task 11 – Program Administration**

The program coordinator will administer the Incentive Program, including monitoring project compliance and completion, and identifying and coordinating with equipment supply vendors and contractors.

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Incentive Program administration will include the following activities:

- Customer outreach and marketing via the program website, mailers, workshops and outreach activities at community events.
- Receiving customer applications for program participation.
- House Calls / Audits -- Third party contractors will conduct house calls / audits and provide property owners with a site-specific efficiency plan that identifies appropriate measure(s) and/or device(s) for the property.
- Rebate Distribution. Upon verification and/or inspection of the purchase of relevant materials/devices, or installation of approved devices or systems, the customer will be reimbursed.

The program coordinator will provide regular reports to LDPCSD, outlining ongoing implementation activities. Upon project completion the third party administrators will provide a final report on implementation.

This task will begin upon completion of Task 10 and is 0% complete.

### **Deliverables:**

- Third Party Administrator Final Report

### **Task 12 – Implementation Activities**

The following presents the estimated quantities of water-saving retrofits and incentive rebates to be provided under the Program:

- Water Kits (water-saving retrofit plumbing fixtures including two faucet aerators, showerhead, sprinkler nozzle, toilet tank bank, leak info card, and water heater wrap). Up to 1,536 kits will be available.
- Greywater (laundry)- or rainwater catchment-to-irrigation system rebate: up to 200 properties will receive rebates from the program.
- Irrigation system and landscaping modification rebate: up to a maximum of \$500 per property and up to 100 properties will receive rebates for conversion of spray irrigation to drip, installation of smart irrigation controllers and sensors, and/or lawn removal or replacement of high-water-use landscaping with drought tolerant landscaping.
- High Efficiency Toilet rebate: up to 400 units will be reimbursed under the rebate program.

The actual number of rebates and specific amount of the rebate is subject to change based on program performance and customer interest.

This task will occur simultaneously with Task 11 and is 0% complete.

### **Deliverables:**

- Customer Participation Data
- Third Party Administrator Final Report (same as Task 11)

**Standards and Methods Used:** All rebates offered by the Incentive Program will be for products that have been approved by the EPA Watersense program (<http://www.epa.gov/watersense/>), and for program components such as greywater and rainwater reuse to offset existing irrigation water demands, inspections will be conducted to meet state and local codes and regulations, including home-owner's permitting requirements, if any.

**Data Management and Post-Implementation/Construction Performance Monitoring:** Data provided as part of the PPMP will be provided to the Yosemite-Mariposa IRWM program, DWR and uploaded to State websites (e.g. GAMA, CEDEN, etc.) as appropriate. Post- implementation/construction performance monitoring will occur consistent with the PPMP and in accordance with the provisions of the DWR grant agreement.

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**PROJECT 3. Service Line Replacement Project**

**IMPLEMENTING AGENCY: LAKE DON PEDRO COMMUNITY SERVICES DISTRICT (LDPCSD)**

**PROJECT DESCRIPTION:**

The proposed project will replace existing water service lines that are over 40 years old and subject to frequent leaks because they were constructed using thin wall polyethylene and not appropriately backfilled. Approximately 1,400 segments of service lines from the water main corporation stop (i.e., the start of end user's water line) to the water meter box will be replaced with pipes that meet current codes and standards for material and diameter. Since the LDPCSD service area is in both Tuolumne and Mariposa Counties, the replacement work will be in both counties, addressing the worst leaking service line segments first.

**BUDGET CATEGORY (A): DIRECT PROJECT ADMINISTRATION**

**Task 1 – Project Management**

This task includes management of the grant agreement including compliance with grant requirements, and preparation and submission of supporting grant documents, and preparation of invoices including relevant supporting documentation for submittal to DWR. This task also includes administrative responsibilities associated with the project such as managing consultants/contractors.

This task will begin upon grant award and is 0% complete.

**Deliverables:**

- Environmental Information Form (EIF)
- Financial Statements
- Invoices
- Other Applicable Project Deliverables

**Task 2 – Labor Compliance Program**

This task involves taking all measures necessary to ensure compliance with applicable California Labor Code requirements, including preparation and implementation of a labor compliance program or including any payments to the Department of Industrial Relations under Labor Code Section 1771.3.

This task will begin in parallel with construction bidding and is 0% complete.

**Deliverables:**

- Proof of labor compliance upon request

**Task 3 – Reporting**

This task includes preparation of progress reports detailing work completed during the reporting period; submittal of reports to the implementing agency's Board of Directors for review and inclusion in a progress report to be submitted to DWR; preparation of draft and final Project Completion Reports. The Final Report will be prepared addressing DWR comments. The report will be prepared and presented in accordance with the provisions of the DWR grant agreement.

This task will begin upon grant award and is 0% complete.

**Deliverables:**

- Quarterly Project Progress Reports
- Draft and Final Project Completion Reports

**BUDGET CATEGORY (B): LAND PURCHASE/EASEMENT**

**Task 4 – Land Purchase (Not Applicable)**

The proposed service line replacements will take place within public rights-of-way, and no land purchases or easement acquisitions will be required.

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### Deliverables:

- Not applicable

### BUDGET CATEGORY (C): PLANNING/DESIGN/ENGINEERING/ENVIRONMENTAL DOCUMENTATION

#### **Task 5 – Feasibility Studies**

The existing water service lines of LDPCSD were constructed over 40 years ago using thin-walled polyethylene pipe material. LDPCSD has been addressing replacement on an on-going basis and have thus developed methods to quickly address replacement as they are reported using a local contractor; constructed in compliance with county encroachment permitting requirements. This project will replace existing services lines, on a more proactive and expedited basis, with piping that meets current codes and standards for material and diameter. The planning phase of the project will involve identifying and documenting the specific locations/parcel numbers where service lines will be replaced, and establishing the detailed construction phasing schedule.

This task is 5% complete.

### Deliverables:

- Water audit and leak detection reports identifying system areas with the highest water loss.
- Documentation of the exact locations/parcel numbers of the service lines to be replaced.

#### **Task 6 – CEQA Documentation**

The implementing agency will prepare a CEQA Notice of Exemption under Title 14 of the California Code of Regulations Section 15302, Replacement or Reconstruction (Class 2 Categorical Exemption, which includes replacement/reconstruction of existing water pipelines.

This task is 10% complete.

### Deliverables:

- Copy of CEQA Notice of Exemption
- Copy of Receipt of Filing from the County of Mariposa
- Copy of Receipt of Filing from the County of Tuolumne
- No Legal Challenges Letter

#### **Task 7 – Permitting**

LDPCSD has consulted with both Mariposa and Tuolumne Counties and have confirmed that encroachment permits will need to be obtained from their public works departments to conduct work within the respective counties' rights-of-way. For each County, only one permit covering the entire scope of the project will be required.

This task will begin after Task 5 and is 0% complete.

### Deliverables:

- Copy of encroachment permit from Mariposa County
- Copy of encroachment permit from Tuolumne County

#### **Task 8 – Design**

The design phase of the project will build on location information developed in Task 5 and include identifying targeted locations by pressure zone, developing standard pipe material, pavement and trench bedding construction details, confirming and documenting the pavement details and depth to pipe for each replacement location type, and compiling this information to be included in the bid package. LDPCSD is in the process of repairing and calibrating distribution system water meters, installing flow transmitters on the distribution meters to transmit flow rates and consumption data to LDPCSD's SCADA system, and performing water loss audits by system tank zone to pinpoint high leakage areas for further leak identification. As LDPCSD has been conducting similar work in the past, a single design submittal is anticipated. A topographic survey and geotechnical report is not required for this project, since the service lines will be replaced in place and installed using approved imported trench backfill material.

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This task is 0% complete.

### **Deliverables:**

- Water system leak audit protocol
- Standard Details
- 100% Design Documents
- Updated Project Cost Estimate

### **Task 9 – Project Performance Monitoring Plan**

This task includes development and submittal of a Project Performance Monitoring Plan (PPMP). The Project Performance Monitoring Plan will include baseline conditions, a brief discussion of monitoring systems to be used, methodology of monitoring, frequency of monitoring, and location of monitoring points.

The project performance monitoring parameters will include: the length of service lines replaced and the estimate of Unaccounted-For-Water (UFW). A post-project reduction in the amount of UFW compared to the pre-project baseline would indicate that the service line replacement has effectively reduced leakage.

This task will occur before construction begins and is 0% complete.

### **Deliverables:**

- Project Performance Monitoring Plan

## **BUDGET CATEGORY (D): CONSTRUCTION/IMPLEMENTATION**

### **Task 10 – Contract Services**

This task includes activities necessary to secure a contractor and award the contract, including: developing the bid documents, preparing advertisement and contract documents for construction contract bidding, conducting pre-bid meeting, bid opening and evaluation, selection of the contractor, award of contract, and issuance of notice to proceed.

This task is 0% complete.

### **Deliverables:**

- Bid Documents
- Proof of Advertisement
- Award of Contract
- Notice to Proceed

### **Task 11 – Construction Administration**

This task includes managing contractor submittal review, answering requests for information, and issuing work directives. Construction observer duties will include: documenting of pre-construction conditions, periodic construction progress reports, preparing change orders, addressing questions of contractors on site, reviewing/updating project schedule, reviewing contractor log submittals and pay requests, forecasting cash flow, and notifying contractor if work is not acceptable.

This task will begin upon completion of Task 10 and is 0% complete.

### **Deliverables:**

- Notice of Completion

### **Task 12 – Construction/Implementation Activities**

Construction will include the following activities:

- Mobilization and demobilization.
- Notifying the affected customers (up to one day of service disruptions may be necessary).

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- Removing the existing service lines if necessary, using either trenching or trenchless method, depending on the specific location.
- Installing the new pipes and re-connecting them to the corporation stop on the water main and the end users' meter yoke or angle stop valve.
- Site restoration including repaving the streets and replacing landscaping.

This task is 0% complete.

### **Deliverables:**

- Photographic documentation
- Engineers Certification of final inspection and project completion

**Standards and Methods Used:** Project design and construction will be in accordance with the County of Mariposa/County of Tuolumne and LDPCSD construction standards, and the State Water Resources Control Board Division of Drinking Water Title 22 California Waterworks Standards. In addition, the well facilities will follow applicable standards from AWWA, ASTM, APWA, and the Greenbook.

**Data Management and Post-Implementation/Construction Performance Monitoring:** Data provided as part of the PPMP will be provided to the Yosemite-Mariposa IRWM program, DWR and uploaded to State websites (e.g. GAMA, CEDEN, etc.) as appropriate. Post- implementation/construction performance monitoring will occur consistent with the PPMP and in accordance with the provisions of the DWR grant agreement.

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## PROJECT 4: Grant Administration

**IMPLEMENTING AGENCY: LAKE DON PEDRO COMMUNITY SERVICES DISTRICT (LDPCSD)**

### PROJECT DESCRIPTION:

LDPCSD will act as the applicant and the grant manager for the Proposition 84, IRWM 2015 Grant. LDPCSD will administer these funds either with existing staff, contract staff or by separate administration contractor (collectively and independently referred to herein as LDPCSD) and respond to DWR's reporting and compliance requirements associated with grant administration. LDPCSD is the implementing agency for all three proposed projects included in this proposal, and disseminate grant compliance information to the project managers responsible for implementing the projects contained in this agreement, obtaining and retaining evidence of compliance (e.g., CEQA documents, reports, monitoring compliance documents, labor requirements, etc.), obtaining data for progress reports from individual project managers, assembling and submitting progress reports to the State, and coordinating payment requests to DWR and reimbursement to local project sponsors.

### BUDGET CATEGORY (A): DIRECT PROJECT ADMINISTRATION

#### **Task 1 – Agreement Administration**

LDPCSD will respond to DWR's reporting and compliance requirements associated with the grant administration and will coordinate with LDPCSD's project managers responsible for implementing the projects contained in this agreement.

This task will begin upon grant award and is 0% complete.

#### **Deliverables:**

- Executed Grant Agreement
- Grant Kickoff Meeting Materials

#### **Task 2 – Invoicing**

LDPCSD will be responsible for compiling invoices for submittal to DWR. LDPCSD is the sole project proponent and implementing agency for all three proposed projects.

This task will begin upon grant award and is 0% complete.

#### **Deliverables:**

- Invoices and associated backup documentation

#### **Task 3 – Progress Reports and Project Completion Reports**

LDPCSD will be responsible for compiling progress reports for submittal to DWR. LDPCSD will retain consultants as needed to prepare and submit quarterly progress reports and final project completion reports for each project, as well as the grant completion reports.

Reports will meet generally accepted professional standards for technical reporting and the requirements in the terms of the DWR agreement. Progress reports will explain the status of the project and will include the following information: summary of the work completed for the project during the reporting period; activities and milestones achieved; and accomplishments and any problems encountered in the performance of work. Project completion reports will include: documentation of actual work done, changes and amendments to each project, a final schedule showing actual progress versus planned progress, and copies of final documents and reports generated during the project.

This task will begin upon grant award and is 0% complete.

#### **Deliverables:**

- Quarterly Progress Reports
- Draft and Final Project Completion Report