

ATTACHMENT A

CV-SALTS Program and Technical Work Management Scope of Work

The following Work elements are intended to be Contracted as a part of this RFQ or other mechanisms.

Then following elements have not been contracted but are needed to support CV-SALTS.

1. Technical Project Manager (TPM) using a strong understanding of the scientific and technical documentation required to support regulatory programs will support the CV-SALTS collaborative efforts to complete a SNMP.
2. Future Technical Projects and Studies
Tasks are described in the [Approved 5 year work plan](#)
 - 2.1. Conceptual Model – Oversight of development and implementation of the initial and SNMP [Conceptual Model](#) supporting the SNMP http://cvsalinity.org/index.php/agendas/doc_download/917-cv-salts-conceptual-model-description-v-6-31212
 - 2.2. [Implementation Planning Studies](#) and Data Collection to support policy elements of the SNMP http://cvsalinity.org/index.php/agendas/doc_download/790-strategic-salt-accumulation-land-and-transportation-study-v-2
 - 2.3. Economics Studies and Documentation
 - 2.4. CEQA Equivalent Documentation supporting the Basin Plan Amendment

1.0 The TPM Performance Statement

The role of TPM is that of an individual or firm with the base capability to manage the technical work required to support the CV-SALTS program. In addition to the base capabilities and qualifications the RFQ would solicit the firm’s capabilities and qualifications to perform the work activities that are expected in the CV-SALTS program. The Technical Committee will act as the advisory committee for all technical work performed under the TPM. The Executive Committee will serve in the advisory role during the development of the Salt and Nitrate Management Plan and make all final decisions.

The RFQ would seek to solicit one or more firms with various expertise or capabilities. Firms that do not wish to provide TPM services would be held for future technical contract efforts.

At a minimum the TPM shall provide all materials, labor, equipment, (subcontract services), and perform the following in a management role under the general oversight of the Technical Committee with funding authorization and policy direction from the Executive Committee:

- a. Develop the scopes of technical work (research, data, modeling, economics and related efforts) along with a draft schedule and draft cost budget in accordance with the approved CV-SALTS Workplan.
- b. When the scope, budget and schedule have been reviewed and approved by the Technical and Executive committees, work with the contracting entity to procure or assign staff to perform work in accordance with the approved budget and schedule.

- c. With the Technical Committee, develop technical standards and guidelines for Basin Plan related work as requested.
- d. Manage the scope, schedule and cost for all technical efforts to ensure the work is completed on budget and within schedule. Provide status of all authorized work, including contracted efforts, subcontracted work, and in-kind efforts. Provide updates on work to be contracted and an estimate of funding needed for completion of work.
- e. Assist the Technical Committee with process and work products including technical committee meetings and subcommittee meetings to develop work as directed by the Executive Committee.
- f. Develop the draft Technical Committee Meeting Agenda in coordination with the Co-chairs and Program Manager.
- g. Coordinate with the Program Manager, Regional Board and others to inform and coordinate technical work.
- h. Critically review all technical work performed by contractors and in-kind efforts by stakeholders and prepare comments and acceptability review for the Technical Committee
- i. Support the technical committee meetings and subcommittee meetings
- j. Support the organization of management practices as determined by the Management Practice Subcommittee
- k. Coordinate with the Program Manager, State Water Board Staff, Regional Water Board staff and CV-SALTS Committees as needed to be informed and accomplish all efforts required
- l. Ensure all technical work needed for a salt and nitrate management plan is completed in accordance with the approved Workplan and schedule.

The Technical Project Manager must have a strong understanding of the scientific and technical documentation required to support new regulatory requirements as demonstrated by a history of actual adopted basin plan amendments, use attainability assessments, site-specific objectives, and/or variances developed in a collaborative setting.

2.0 Future Technical Projects and Studies

This section provides a brief overview of potential projects and studies that may be included in the contract, subcontracts, or other projects managed by the TPM, with final determination on contracting as directed by the Executive Committee. The range of projects that may be needed are identified in the [Approved Work Plan](http://cvsalinity.org/index.php/agendas/doc_download/918-cv-salts-program-work-plan-v-8-approved-3912) document here: http://cvsalinity.org/index.php/agendas/doc_download/918-cv-salts-program-work-plan-v-8-approved-3912 in addition, a list of [prior works and data sources may be found at this link on the CV-SALTS website](#).

ATTACHMENT B

Explanation of CV-SALTS Program and Roles of Various Groups

The earlier sections detail the activities and role of the TPM. This section briefly describes the role of the other groups or functions within CV-SALTS. An organization chart is shown following the descriptions.

Executive Committee of CV-SALTS – is the programmatic Management Committee of the CV-SALTS initiative. They provide oversight of all committees and consultant work products to ensure review and policy acceptance. Committee has final authority in approval of scope, services and acceptance of products. The Committee directs the Program Manager and Policy Facilitator.

Program Manager – Provides overall program management and prime contract for administration, coordination and facilitation. Under the direction of the Executive Committee provides coordination, program definition and integration of policy, outreach and technical activities supported by the TPM.

Policy Facilitator – Working under the Program Management contract develops and facilitates agreement on the policy issues and requirements to be developed for the basin plan

Technical and Economic Committees – Committee under the direction of the Executive Committee plans and manages technical studies and provides direction and reviews technical work making recommendations to the Executive Committee. Including the Management Practice Subcommittee, Knowledge Gained Subcommittee and others named by the Technical and Economic Committees.

Central Valley Salinity Coalition – The Coalition is the organizing entity for the Stakeholders to provide funding and coordinate stakeholder issues for CV-SALTS. Many Coalition Board Members are members of the Executive Committee.

Regional Water Board – The Regional Water Board composed of appointed members who participate in meetings but have a primary responsibility for consideration and approval of the basin plan amendments when proposed. The Regional Board is a member of the MOA for CV-SALTS.

Regional Water Board Staff – Under direction of the Regional Board, participate as active stakeholders and provide oversight and feedback on efforts developed and coordination with other state agencies. The Regional Board is a member of the Executive Committee.

State Water Board – The Board is a member of the MOA for CV-SALTS and is a primary source of funding for the CV-SALTS efforts. Their primary responsibility will be for consideration and approval of the final basin plan when approved by the Regional Water Board.

State Board Staff – Participate as representative members of the MOA members to assist in coordination of State Board Issues and as a participant and member of the Executive Committee.

US EPA – The EPA should be represented as a participant in CV-SALTS and would have the role of coordination with their internal programs and with other federal agencies. Their primary responsibility will be for consideration and approval of the final basin plan amendment following approval by the State Water Board and Office of Administrative Law.

SJVDA – The Authority is a member of the Coalition and has also volunteered to act as contracting agent for State Board Cleanup and Abatement Funding for CV-SALTS.

