

#### **Agenda Item #4, April 5, 2013 – CV-SALTS CEQA Scoping Meeting Procurement**

Background: At the February 8, 2013 Executive Committee meeting the Committee discussed the need to obtain the services of a consultant to support Central Valley Water Board (CVWB) staff with required CEQA and Basin Plan Amendment (BPA) tasks associated with adoption of the Central Valley Salt and Nutrient Management Plan (SNMP), including supporting the initial CEQA Scoping Sessions. At the December State Board meeting, CV-SALTS committed to conducting these scoping sessions in 2013.

Since the February 8 meeting, discussions among CVWB staff and CV-SALTS' Program Manager, Policy Facilitator and Technical Project Manager ("existing contractors") have resulted in a revised recommendation for consideration by the Executive Committee. Specifically, CV-SALTS would utilize the services of existing contractors to provide support to the CVWB to complete the CEQA Scoping Sessions in 2013. Other required CEQA and BPA-related tasks do not need to be initiated until the majority of technical tasks are complete and preferred alternatives identified, sometime in 2014. Accordingly, contractor support for these subsequent tasks would not need to be sought until 2014.

Approach to Complete CEQA Scoping Session - The goal is to complete the CEQA Scoping Sessions for the SNMP by the end of September 2013. Three scoping sessions are envisioned, one in each major surface water basin (Sacramento River, San Joaquin River, Tulare Lake Basin). To complete this effort, the following approach is proposed:

- *Prepare Project Description* – Prepare informational materials to support scoping sessions (e.g., project objective, geographic scope, regulatory basis, potential alternatives under consideration). Draft materials will be prepared sufficiently in advance of scoping sessions to provide adequate opportunity for review and comment by CVWB staff and the Executive Committee. Lead: Richard Meyerhoff will be primary author, but work collaboratively with CVWB staff, Tim Moore and Daniel Cozad. First draft to be prepared by June 7.
- *Address Scoping Session Logistics* – Identify and schedule meeting locations for three scoping sessions during month of September. Lead: Daniel Cozad in collaboration with CVWB staff.
- *Prepare Scoping Notice* – Prepare for distribution CEQA Scoping Notice that conforms to standard CVWB format. Lead: Richard Meyerhoff will prepare draft in collaboration with CVWB staff. CVWB staff will finalize after legal review and publish the notice within 30 days of first scheduled session.
- *Prepare for and Participate in Scoping Sessions*– Prepare presentation and any other supporting materials needed at Scoping Sessions and participate in the meeting. Lead: Richard Meyerhoff will prepare presentation in collaboration with CVWB staff and Daniel Cozad. Presentation prepared prior to August Executive Committee meeting to provide opportunity for review and comment. CVWB will attend all scoping sessions; optional for Richard Meyerhoff or Daniel Cozad to attend.
- *Review and Summarize Public Comments* – Prepare for Executive Committee review a summary of the public comments received. Lead: Richard Meyerhoff with review by CVWB staff, Daniel Cozad and Tim Moore. To be provided within 30 days following close of comment period.

### Anticipated Cost

- Richard Meyerhoff's time will be covered under the Basin Planning Support task within his current subcontract (approximately 96-hrs or \$23,000 is the current estimate). There is sufficient capacity under his current contract to cover this cost.
- Daniel and Tim's commitment is anticipated to be nominal time for reviewing draft documents and scheduling logistics for any locations other than the CVWB's offices in Rancho Cordova or Fresno (e.g. a meeting in Modesto or elsewhere in the San Joaquin River Basin). Meeting attendance is covered under the existing Program Management and Facilitation contracts and is estimated at approximated to cost between \$2,000 to \$3,500 per/meeting and would require Executive Committee approval.
- CVWB staff will be available to run the scoping sessions and summarize comments received.

Requested Executive Committee Action: Approve the approach for completing the CEQA Scoping Sessions for the SNMP.