

LAKE ARROWHEAD COMMUNITY SERVICES DISTRICT

MEMORANDUM

DATE: APRIL 23, 2019

TO: BOARD OF DIRECTORS
Lake Arrowhead Community Services District

FROM: 
AIDA HERCULES-DODARO, District Engineer


CATHERINE CERRI, General Manager

SUBJECT: CONSIDER AWARDING A CONTRACT TO TIDEWATER TO EVALUATE GROUNDWATER FEASIBILITY AND DEVELOP ASSOCIATED CALIFORNIA ENVIRONMENTAL QUALITY ACT DOCUMENTATION

A. RECOMMENDATION

Award a contract to Tidewater to evaluate groundwater feasibility and develop associated California Environmental Quality Act (CEQA) Documentation.

B. REASON FOR RECOMMENDATION

LACSD has identified specific areas for the development of groundwater. Tidewater has expertise in determining the feasibility of locations for wells. The LACSD Board of Directors has already approved a contract with Tidewater for the CEQA portion of the scope of work.

C. BACKGROUND INFORMATION

The District currently operates 5 groundwater wells in Arrowhead Woods and 2 in Deer Lodge Park. In an effort to expand the District's water portfolio, additional groundwater opportunities are being investigated. Some of the locations are on property owned by the District: at the Blue Jay Administration Building, at the site of the proposed Corp Yard and on vacant lots in Blue Jay. Other locations being considered are on the Lake Arrowhead Country Club golf course where the District currently leases the groundwater rights. Tidewater will assist in ensuring the site locations are feasible. They will then evaluate any environmental impacts through the CEQA process.

D. FISCAL INFORMATION

The fiscal impact for approving the entire contract will be \$37,273. Funding will come from the Supplemental Water Supply Fee Fund (160).

E. ENVIRONMENTAL IMPACT

As part of this contract, a CEQA determination will be made.

F. ATTACHMENTS

Tidewater proposal

Contract: On-Call Environmental Consulting Services Contract for Lake Arrowhead Community Services District (LACSD)
Date: April 1, 2019
Proposal No.: 1 (Rev. 0)

Tidewater is pleased to submit this proposal in response to discussions with LAWC regarding environmental consulting services to evaluate feasibility of drilling at potential well sites and to develop the associated California Environmental Quality Act (CEQA) documentation for all potentially feasible drilling locations. We are proposing a combination of Tidewater and Chambers Group (teaming partner) staff to accomplish this work. In addition, we are recommending that we subcontract Stantec to access their senior hydrogeologist, Tom Reagan, to help evaluate potential well sites. Mr. Reagan has supported Tidewater on other related projects and brings a wealth of expertise in well siting, including significant experience in the San Bernardino Mountains near Big Bear.

This proposal is divided into the following sections: (1) Project Objectives and Plan for Accomplishing Objectives, (2) Proposed Project Staffing, (3) Proposed Schedule, (4) Proposed Price, and (5) Assumptions.

Tidewater’s point of contact (POC) for any questions regarding this proposal is our Lead Consultant and Program Manager, Mr. Keith Fields, PE, PMP. The following individuals have the authority to negotiate and contractually bind Tidewater for any purchase order resulting from this proposal:

Keith Fields, PE, PMP
 Lead Consultant/Program Manager
keith.fields@tideh2o.net
 (614) 792-2896

David Morrill, CFCM
 Contracts Manager
david.morrill@tideh2o.net
 (410) 540-8700

1.0 Project Objectives and Plan for Accomplishing Objectives

Exhibit 1 provides Tidewater’s understanding of the project objectives, as well as our plan for accomplishing the objectives.

Exhibit 1. Tidewater Team’s understanding of the project objectives and approach for accomplishing the project objectives.

Project Objective	Summary of Plan for Accomplishing Objective
A. Evaluate feasibility of drilling at potential well sites. Information on potential well sites was provided during and after the meeting with LACSD staff in January. Potential well sites have been identified in Lake Arrowhead County Club (LACC), Blue Jay, Deer Lodge Park, and the Flats. The feasibility of each well site will be evaluated considering effectiveness (e.g., anticipated well yield, faulting, water quality, depth to groundwater, environmental issues), implementability (e.g., access for drilling equipment, proximity to drinking water infrastructure, proximity to homeowners, property ownership), and cost (e.g., well installation, infrastructure, water treatment [if required]).	<ul style="list-style-type: none"> ● Review all relevant and available documentation provided by LACSD related to potential well sites. ● Conduct a site visit to evaluate environmental issues and implementability. ● Prepare draft and final versions of a technical memorandum documenting the feasibility evaluation for potential well sites. Responses to comments on the draft technical memorandum will be submitted with the final technical memorandum. This technical memorandum will identify preferred well locations that offer the best combination of effectiveness, implementability, and cost. ● Present results to LACSD in a face-to-face meeting following submittal of the draft technical memorandum.
B. Develop CEQA documentation for all potentially feasible well locations. Specifically, this proposal includes preparation of a CEQA Initial Study, which will evaluate (1) Aesthetics, (2) Agricultural and Forestry Resources, (3) Air Quality, (4) Biological Resources, (5) Cultural Resources, (6) Energy, (7)	<ul style="list-style-type: none"> ● Review all relevant and available documentation provided by LACSD related to potential well sites. ● Conduct a site visit to evaluate environmental issues. ● Prepare draft and final versions of a CEQA Initial Study. Responses to comments on the draft CEQA Initial Study will be submitted with the final CEQA Initial Study.

Project Objective	Summary of Plan for Accomplishing Objective
Geology / Soils, (8) Greenhouse Gas Emissions, (9) Hazards and Hazardous Materials, (10) Hydrology / Water Quality, (11) Land Use / Planning, (12) Mineral Resources, (13) Noise, (14) Population and Housing, (15) Public Services, (16) Recreation, (17) Transportation / Traffic, (18) Utilities and Service System, (19) Tribal Cultural Resources, and (20) Mandatory Findings of Significance. The Initial Study will determine if the project may have a significant effect on the environment, and will determine the next steps in the CEQA process.	<ul style="list-style-type: none"> Present results to LACSD in a face-to-face meeting following submittal of the draft CEQA Initial Study.

2.0 Proposed Project Staffing

Keith Fields, PE, PMP, serving as the Lead Consultant and Program Manager, and David Conner, PG, serving as the Project Manager will lead this project. They will be supported by a team of scientists, including Eric Vander Velde (Project Scientist), John Thomason, LEEP AP, QSP, CESSWI, ENV SP (Senior CEQA Specialist), Ted Roberts, RPA (Senior Archeology Specialist), Paul Morrissey (Senior Biology Specialist), and Tom Reagan (Senior Hydrogeologist).

3.0 Proposed Schedule

Exhibit 2 provides the proposed schedule to accomplish the objectives provided in Section 1.0 and Exhibit 1.

Exhibit 2. Proposed Project Schedule.

Task Description	Duration	Target Completion Date
Notice to Proceed from LACSD	NA	April 5, 2019
Review Relevant and Applicable Documentation	40 days	May 15, 2019
Conduct Site Visit (Objectives A and B)	1 day	April 24, 2019
Submit Draft Technical Memorandum (documenting Well Feasibility Evaluation)	7 days	May 22, 2019
Face-to-Face Meeting to Discuss Well Feasibility Evaluation	1 day	June 11, 2019
LACSD Review	14 days	June 5, 2019
Submit Final Technical Memorandum and Response to Comments	14 days	June 19, 2019
Submit Draft CEQA Initial Study	21 days	June 5, 2019
Face-to-Face Meeting to Discuss CEQA Initial Study	1 day	July 2, 2019
LACSD Review	14 days	June 19, 2019
Submit Final CEQA Initial Study	21 days	July 10, 2019

4.0 Proposed Price

Tidewater's proposed price to accomplish the objectives provided in Section 1.0 and Exhibit 1 is \$37,272.60. Attachment 1 provides the estimated labor and other direct costs associated with the proposed price.

5.0 Assumptions

The proposed price in Attachment 1 is based on the following assumptions:

- The site visits identified in Objectives A and B (Exhibit 1) will be combined into one site visit.
- Draft and final versions of the technical memorandum and the CEQA Initial Study will be prepared, and LACSD comments on the draft documents will be incorporated into the final documents. Tidewater will prepare a response to comments table, documenting responses to all comments received on the draft documents.
- Face-to-face meetings will be conducted following submittal of draft documents to discuss findings and obtain LACSD input on the findings provided in the draft documents.

- The final CEQA Initial Study will determine the appropriate level of CEQA documentation that will be needed for ultimate project compliance. The cost estimate for CEQA documentation for ultimate project compliance will be part of a separate proposal.
- The Initial Study will be prepared using the most recent version of the Initial Study Environmental Checklist Form suggested in the CEQA Guidelines Appendix G.
- No project features are located on federal lands.

Sincerely,



Keith Fields, PE, PMP
Lead Consultant/Program Manager
Vice President/Environmental Division Manager

ATTACHMENT 1

Price Proposal

Tidewater Cost Proposal
On-Call Environmental Consulting Services for Lake Arrowhead Community Services District
(LACSD) Friday, April 1, 2019

Proposal No.
1

Tidewater Direct Labor	Rate	Hrs	Cost
Lead Consultant/Program Manager	\$165.00	20	\$3,300.00
Contracts Manager	\$145.00	2	\$290.00
Project Manager	\$135.00	60	\$8,100.00
Senior Scientist	\$135.00	0	\$0.00
Project Scientist	\$105.00	8	\$840.00
Staff Scientist	\$85.00	24	\$2,040.00
Project Controls	\$75.00	0	\$0.00
Technical Editor	\$65.00	0	\$0.00
Staff GIS Analyst	\$95.00	2	\$190.00
Word Processor	\$55.00	0	\$0.00
Environmental Technician	\$60.00		\$0.00
Total Tidewater Direct Cost		116	\$14,760.00

Chambers Group Direct Labor	Rate	Hrs	Cost
Managing Environmental Planner/Specialist	\$180.00	28	\$5,040.00
Senior Environmental Planner/Specialist	\$143.00	36	\$5,148.00
Project Environmental Planner/Specialist	\$122.00	0	\$0.00
Staff Environmental Planner/Specialist	\$108.00	0	\$0.00
Environmental Planner/Specialist	\$98.00	50	\$4,900.00
Assistant Environmental Planner/Specialist	\$87.00	0	\$0.00
Word Processor	\$68.00	0	\$0.00
Clerical/Technician	\$55.00	0	\$0.00
Senior GIS Analyst	\$138.00	0	\$0.00
Staff GIS Analyst	\$112.00	0	\$0.00
GIS Technician	\$95.00	0	\$0.00
Subtotal		114	\$15,088.00
Fee		10%	\$1,508.80
Total Cost (Chambers Group)			\$16,596.80

Other Direct Costs (ODCs)

Office Costs and Mileage	Rate	No.	Cost
Federal Express - Small	\$25.00	0	\$0.00
Federal Express - Medium	\$40.00	0	\$0.00
Mileage	\$0.58	400	\$232.00
Subtotal			\$232.00
Fee		10%	\$23.20
Total Office Costs and Mileage			\$255.20

Notes and Assumptions
<ul style="list-style-type: none"> • The site visits identified in Objectives A and B (Exhibit 1) will be combined into one site visit. • Draft and final versions of the technical memorandum and the CEQA Initial Study will be prepared, and LACSD comments on the draft documents will be incorporated into the final documents. Tidewater will prepare a response to comments table, documenting responses to all comments received on the draft documents. • Face-to-face meetings will be conducted following submittal of draft documents to discuss findings and obtain LACSD input on the findings provided in the draft documents. • The final CEQA Initial Study will determine the appropriate level of CEQA documentation that will be needed for ultimate project compliance. The cost estimate for CEQA documentation for ultimate project compliance will be part of a separate proposal. • The Initial Study will be prepared using the most recent version of the Initial Study Environmental Checklist Form suggested in the CEQA Guidelines Appendix G. • No project features are located on federal lands.

Other Services and Materials Costs	Unit	Rate	Qty.	Cost
Stantec (Tom Reagan - Hydrogeologist)	HR	24	\$205.00	\$4,920.00
Stantec (Project Administration)	HR	2	\$113.00	\$226.00
Subtotal				\$5,146.00
Fee		10%		\$514.60
Total Other Services and Materials Costs				\$5,660.60

Total Cost Estimate	\$37,272.60
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