

**NORTH BAY WATER REUSE AUTHORITY
TECHNICAL ADVISORY COMMITTEE**

Monday, April 15, 2013

Agenda

Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA 94945

12:15 PM (time approximate – will start 15 minutes after completion of Board meeting)

| | | | |
|---------------------|----|-------------|--|
| | 1. | | Call to Order and Self Introductions |
| Page 1 | 2. | Action | Approval of Agenda |
| | 3. | | Public Comments |
| Pages 2 – 3 | 4. | Action | Consent Items a. March 25, 2013 TAC Meeting Minutes |
| Page 4 | 5. | Information | Report from the Program Manager a. Action Items from March 25, 2013 Meeting |
| | 6. | Discussion | Summarize Board Meeting and List Action Items |
| Pages 5 - 14 | 7. | Action | Report from the Finance Committee |
| | 8. | Information | Items from Committee, Agency Staff, or Consultants |
| | 9. | Information | Items for Next Agenda (May 20, 2013 at Novato City Hall Council Chambers) |

The North Bay Water Reuse Authority complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Please contact **Chuck Weir at 510-410-5923** with any questions.

**North Bay Water Reuse Authority
Technical Advisory Committee
Minutes
March 25, 2013**

1. Call to Order and Self Introductions

Chair Miller called the Technical Advisory Committee (TAC) meeting to order at 10:59 a.m. on Monday, March 25, 2013. The meeting was held at Novato City Hall Council Chambers, Novato, CA 94945.

Committee Members Present

| | |
|-----------------------|---------------------------------------|
| Phillip Miller, Chair | County of Napa |
| Kevin Booker | Sonoma County Water Agency |
| Chris DeGabriele | North Marin Water District |
| Pam Jeane | Sonoma Valley CSD |
| Sandeep Karkal | Novato Sanitary District |
| Susan McGuire | Las Gallinas Valley Sanitary District |
| Paul Sellier | Marin Municipal Water District |
| Dan St. John | City of Petaluma |
| Jeff Tucker | Napa Sanitation District |

Others Present

| | |
|-----------------------------|---------------------------------------|
| Chuck Weir, Program Manager | Weir Technical Services |
| Marc Bautista | Sonoma County Water Agency |
| Ginger Bryant | Bryant & Associates |
| Megan Clark | Las Gallinas Valley Sanitary District |
| Jim Graydon | Brown & Caldwell |
| David Iribarne | City of Petaluma |
| Andria Loutsch | CDM Smith |
| Mark Millan | Data Instincts |
| Pilar Oñate-Quintana | The Oñate Group |
| Michael Savage | Brown & Caldwell |

2. Approval of the Agenda

The Agenda was unanimously approved as presented.

3. Public Comments

There were no public comments.

4. Consent Items**4.a February 25, 2013 TAC Meeting Minutes**

The minutes were unanimously approved with two minor edits.

6. Summarize Board Meeting and List Action Items

Action items from the Board meeting included the following:

- a. The FY2013/14 Budget was approved. SCWA can issue invoices on July 1, 2013. Member Agencies are to pay them by July 31, 2013.
- b. The MOU was approved. The Program Manager will work with Stephanie Reynolds, SCWA, to arrange for signatures. Napa Sanitation District will consider the MOU on April 17, 2013 so they should get them first. Marin Municipal Water District will consider the MOU on May 7, 2013 and may be second in line. TAC members are to provide dates their agencies are scheduled to consider the MOU to the Program Manager.
- c. The Request for Qualifications / Request for Proposals process was approved. No comments on the draft RFQ were received. SCWA can send them out on April 1 2013 per the approved schedule. SCWA can use its list of state and federal lobbyists to add to the list of firms to receive the Legislative Development Services RFQ.
- d. Support letters for AB803 and AB1200 were approved. The Program Manager will draft a support letter for AB803 based on the WateReuse template. The draft letter will be sent to the Board and TAC for review.

7. Items from Committee, Agency Staff, or Consultants

TAC members provided updates on their Phase 1 project.

8. Items for the Next Agenda

Items for the April 15, 2013 Board Agenda include:

- a. Phase 2 Scoping Workshop #2
- b. Update on MOU approval process
- c. Update on AB803 and AB1200

Chair Miller adjourned the meeting at 11:10 a.m.

NEXT MEETING INFORMATION: Next meeting will be at Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA on April 15, 2013 at approximately 11:15 a.m.

C:\Users\Chuck\Documents\Weir Technical Services\NBWRA\Agendas\2013-03\2013_03_25_NBWRA_TAC_Minutes.docx

NBWRA Board and TAC Short-Term Action Item List

Meeting Date: March 25, 2013

| Task | Responsible Party | Due Date | Status | Completion Date |
|--|-------------------|-----------|--|-----------------|
| Signature process for MOU | Weir & Reynolds | 5/31/2013 | MOU approved by NBWRA Board. Eighteen originals to be prepared. NMWD first to consider on April 16, 2013. Schedule is complete and originals are with NMWD. Last approval set for May 14, 2013 | |
| FY13/14 Allocation Invoices to go out July 1, 2013. | Booker | 7/1/2013 | | |
| Initiation Fee invoices. \$25,000 each to MMWD and City of Petaluma for first payment of Initiation Fee. | Booker | 5/1/2013 | | |
| April 15, 2013 Board Meeting and Workshop | Consultant Team | 4/9/2013 | Packet including workshop presentation sent April 10, 2013. "Homework" packet sent on April 8, 2013 | 4/10/2013 |
| SOQ/RFP process approved by board on March 25, 2013. SOQs for engineering, environmental, and outreach; and Legislative Development Services to go out April 1, 2013. | Booker | 4/1/2013 | SOQs sent out April 10, 2013. Schedule updated to reflect due date for responses of May 1, 2013. | 4/10/2013 |
| Support letters for AB803 and AB1200 | Weir | 3/26/2013 | AB803 letter sent April 10, 2013. Sponsor changed to Jimmy Gomez. | |
| Conduct an evaluation of the seven current consultants following the August 19, 2013 TAC meeting. Rating forms will be completed and submitted to Kevin Booker who will compile the results to assist in the evaluation meeting. | Weir, Booker, TAC | 8/13/2013 | Previous form sent to Kevin Booker 3/26/13 | |
| Share notices regarding conference presentations and award programs with the TAC. | All | Ongoing | | |

**NORTH BAY WATER REUSE AUTHORITY
FINANCE COMMITTEE**

Agenda

Tuesday, April 9, 2013
9:30 a.m.

City of Petaluma Public Works and Utilities Office – WFO Conference Room
202 N. McDowell Blvd., Petaluma, CA

1. Introductions
2. Approval of Agenda
- Pages 2 – 8** 3. FY2012/13 Budget Status
 - a. Consultant Cost Tracking through March 31, 2013
 - b. Project Cost Summary April 1, 2013
 - c. Allocations April 1, 2013
 - d. Interest December 31, 2013
 - e. Balances and Expenses April 1, 2013
- Page 9** 4. NBWRA Budget and Finance Schedule
- Page 10** 5. Request for Statements of Qualifications / Request for Proposal Status
 - a. Schedule approved by Board March 25, 2013
6. Next Finance Committee Meeting (Schedule next meeting)
7. Other Issues
8. Adjourn

NBWRA FY2012/13 Consultant Cost Tracking

April 4, 2013

Phase 1 Support

| Month | RMC/Weir | Bryant | TFG | CDM Smith | ESA | Oñate | Data Insts. | SCWA | Total |
|----------------|----------|--------|------|-----------|-----------|-------|-------------|------------|------------|
| July-12 | - | - | - | - | 4,500.00 | - | - | 10,000.00 | 14,500.00 |
| August-12 | - | - | - | - | 5,000.00 | - | - | 10,000.00 | 15,000.00 |
| September-12 | - | - | - | - | 4,000.00 | - | - | 10,000.00 | 14,000.00 |
| October-12 | - | - | - | - | 3,000.00 | - | - | 10,000.00 | 13,000.00 |
| November-12 | - | - | - | 5,892.74 | - | - | - | 10,000.00 | 15,892.74 |
| December-12 | - | - | - | 6,889.06 | - | - | - | 5,000.00 | 11,889.06 |
| January-13 | - | - | - | 1,803.17 | - | - | - | 7,280.67 | 9,083.84 |
| February-13 | - | - | - | 2,885.20 | - | - | - | - | 2,885.20 |
| March-13 | - | - | - | - | - | - | - | - | - |
| April-13 | - | - | - | - | - | - | - | - | - |
| May-13 | - | - | - | - | - | - | - | - | - |
| June-13 | - | - | - | - | - | - | - | - | - |
| Total | - | - | - | 17,470.17 | 16,500.00 | - | - | 62,280.67 | 96,250.84 |
| FY12/13 Budget | - | - | - | 75,000.00 | 20,000.00 | - | - | 100,000.00 | 195,000.00 |
| Amt Remaining | - | - | - | 57,529.83 | 3,500.00 | - | - | 37,719.33 | 98,749.16 |
| % Remaining | #N/A | #N/A | #N/A | 76.71% | 17.50% | #N/A | #N/A | 37.72% | 50.64% |

CDM Smith July - December 2012 costs for Phase 1 ARRA support = \$3200.35. Funded through a prior agreement approved in a prior fiscal year.

Phase 2 Support, 18-Month Scoping Study and Workshops

| Month | RMC/Weir | Bryant | TFG | CDM / B&C | ESA | Oñate | Outreach | SCWA | Total |
|-------------------|----------|-----------|------|------------|------|-------|----------|----------|------------|
| July-12 | - | - | - | - | - | - | - | - | - |
| August-12 | - | - | - | - | - | - | - | - | - |
| September-12 | - | - | - | - | - | - | - | - | - |
| October-12 | - | - | - | - | - | - | - | - | - |
| November-12 | - | - | - | - | - | - | - | - | - |
| December-12 | - | - | - | - | - | - | - | - | - |
| January-13 | - | - | - | - | - | - | - | - | - |
| February-13 | - | - | - | 58,051.40 | - | - | - | - | 58,051.40 |
| March-13 | - | - | - | - | - | - | - | - | - |
| April-13 | - | - | - | - | - | - | - | - | - |
| May-13 | - | - | - | - | - | - | - | - | - |
| June-13 | - | - | - | - | - | - | - | - | - |
| Total | - | - | - | 58,051.40 | - | - | - | - | 58,051.40 |
| FY12/13 & FY13/14 | - | 42,360.00 | - | 365,200.00 | - | - | - | 9,150.00 | 416,710.00 |
| Amt Remaining | - | 42,360.00 | - | 307,148.60 | - | - | - | 9,150.00 | 358,658.60 |
| % Remaining | #N/A | 100.00% | #N/A | 84.10% | #N/A | #N/A | #N/A | 100.00% | #N/A |

CDM Smith July - October costs for Phase 2 = \$2930.60 was funded through a prior agreement approved in a prior fiscal year.

Joint Use

| Month | RMC/Weir | Bryant | TFG | CDM Smith | ESA | Oñate | Data Insts. | SCWA | Total |
|----------------|------------|------------|-----------|-----------|------|-----------|-------------|-----------|------------|
| July-12 | 7,118.00 | 14,833.33 | 5,000.00 | - | - | 4,000.00 | - | 5,000.00 | 35,951.33 |
| August-12 | 10,464.22 | 14,833.33 | 5,000.00 | - | - | 4,000.00 | 3,712.50 | 5,000.00 | 43,010.05 |
| September-12 | 3,582.44 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 1,080.00 | 5,000.00 | 31,995.77 |
| October-12 | 11,657.24 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 2,965.00 | 5,000.00 | 41,955.57 |
| November-12 | 11,596.17 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 2,510.71 | 5,000.00 | 41,440.21 |
| December-12 | 9,540.50 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 3,050.00 | 4,800.00 | 39,723.83 |
| January-13 | 7,127.51 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 5,980.00 | 3,640.33 | 39,081.17 |
| February-13 | 7,529.10 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 6,652.22 | - | 36,514.65 |
| March-13 | 5,630.76 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 3,998.44 | - | 31,962.53 |
| April-13 | - | - | - | - | - | - | - | - | - |
| May-13 | - | - | - | - | - | - | - | - | - |
| June-13 | - | - | - | - | - | - | - | - | - |
| Total | 74,245.94 | 133,499.97 | 45,000.00 | - | - | 25,500.00 | 29,948.87 | 33,440.33 | 341,635.11 |
| FY12/13 Budget | 106,000.00 | 178,000.00 | 60,000.00 | 5,000.00 | - | 33,000.00 | 50,000.00 | 50,000.00 | 482,000.00 |
| Amt Remaining | 31,754.06 | 44,500.03 | 15,000.00 | 5,000.00 | - | 7,500.00 | 20,051.13 | 16,559.67 | 140,364.89 |
| % Remaining | 29.96% | 25.00% | 25.00% | #N/A | #N/A | 22.73% | 40.10% | 33.12% | 29.12% |

CDM Smith has a separate agreement for \$5,000 for WaterSMART Grant Application and has incurred \$2154.03 through January 2013.

Phase 1, 2, and Joint Use Total

| Month | RMC/Weir | Bryant | TFG | CDM Smith | ESA | Oñate | Outreach | SCWA | Total |
|----------------|-----------|------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| July-12 | 7,118.00 | 14,833.33 | 5,000.00 | - | 4,500.00 | 4,000.00 | - | 15,000.00 | 50,451.33 |
| August-12 | 10,464.22 | 14,833.33 | 5,000.00 | - | 5,000.00 | 4,000.00 | 3,712.50 | 15,000.00 | 58,010.05 |
| September-12 | 3,582.44 | 14,833.33 | 5,000.00 | - | 4,000.00 | 2,500.00 | 1,080.00 | 15,000.00 | 45,995.77 |
| October-12 | 11,657.24 | 14,833.33 | 5,000.00 | - | 3,000.00 | 2,500.00 | 2,965.00 | 15,000.00 | 54,955.57 |
| November-12 | 11,596.17 | 14,833.33 | 5,000.00 | 5,892.74 | - | 2,500.00 | 2,510.71 | 15,000.00 | 57,332.95 |
| December-12 | 9,540.50 | 14,833.33 | 5,000.00 | 6,889.06 | - | 2,500.00 | 3,050.00 | 9,800.00 | 51,612.89 |
| January-13 | 7,127.51 | 14,833.33 | 5,000.00 | 1,803.17 | - | 2,500.00 | 5,980.00 | 10,921.00 | 48,165.01 |
| February-13 | 7,529.10 | 14,833.33 | 5,000.00 | 60,936.60 | - | 2,500.00 | 6,652.22 | - | 97,451.25 |
| March-13 | 5,630.76 | 14,833.33 | 5,000.00 | - | - | 2,500.00 | 3,998.44 | - | 31,962.53 |
| April-13 | - | - | - | - | - | - | - | - | - |
| May-13 | - | - | - | - | - | - | - | - | - |
| June-13 | - | - | - | - | - | - | - | - | - |
| Total | 74,245.94 | 133,499.97 | 45,000.00 | 75,521.57 | 16,500.00 | 25,500.00 | 29,948.87 | 95,721.00 | 495,937.35 |
| FY12/13 Budget | 106,000 | 220,360 | 60,000 | 445,200 | 20,000 | 33,000 | 50,000 | 159,150 | 1,093,710 |
| Amt Remaining | 31,754 | 86,860 | 15,000 | 369,678 | 3,500 | 7,500 | 20,051 | 63,429 | 597,773 |
| % Remaining | 29.96% | 39.42% | 25.00% | 83.04% | 17.50% | 22.73% | 40.10% | 39.85% | 54.66% |

Notes:

1. Values for the most current month may be estimates.
2. Phase 2 Scoping Study and Workshop costs approved by Board on November 19, 2012.
3. Phase 2 Scoping Study and Workshops are for 18-month period, January 1, 2013 - June 30, 2014.

North Bay Water Reuse Authority

Monthly Project Cost Summary

Period Ending:

Through April 1, 2013

TAC Item No. 7

I. TOTAL PROJECT COSTS

| A Project | B Consultant | C | | | D | | | C + D = E | | | F | | G | | F + G = H | | E - H = I | | J | | F - J = K | | % KH |
|--|-----------------------------|-------------------|-------------|-------------------|--|---------------------|-------------------|-----------------|-------------------|-------------------|--------------|--|---|--|-----------|--|-----------|--|---|--|-----------|--|------|
| | | Original Budget | Amendments | Revised Budget | Original Contract | Contract Amendments | Total Contract | Uncommitted | Total Expenses | Remaining | % Avail. | | | | | | | | | | | | |
| Program Management | RMC/Weir Technical Services | 106,000 | - | 106,000 | 106,044 | - | 106,044 | (44) | 61,086 | 44,958 | 42.4% | | | | | | | | | | | | |
| Planning, Engineering and Funding Management | CDM Smith | 278,780 | - | 278,780 | 284,446 | - | 284,446 | (5,666) | 17,470 | 266,976 | 93.9% | | | | | | | | | | | | |
| Federal Authorizations and Appropriations | The Ferguson Group | 60,000 | - | 60,000 | 60,000 | - | 60,000 | - | 25,000 | 35,000 | 58.3% | | | | | | | | | | | | |
| Program Development and Federal Funding | Bryant & Associates | 178,000 | - | 178,000 | 178,000 | - | 178,000 | - | 118,667 | 59,333 | 33.3% | | | | | | | | | | | | |
| State Funding / State Outreach | Pilar Onate | 33,000 | - | 33,000 | 25,000 | - | 25,000 | 8,000 | 12,500 | 12,500 | 50.0% | | | | | | | | | | | | |
| State Funding / State Outreach | KP Public Affairs | - | - | - | 24,000 | - | 24,000 | - | 8,000 | 16,000 | 66.7% | | | | | | | | | | | | |
| Outreach and Community Support | Data Instincts | 50,000 | - | 50,000 | 50,000 | - | 50,000 | - | 19,298 | 30,702 | 61.4% | | | | | | | | | | | | |
| Planning and Engineering | Brown & Caldwell | - | - | - | - | - | - | - | - | - | #DIV/0! | | | | | | | | | | | | |
| SCWA Administration | SCWA | 154,575 | - | 154,575 | 154,575 | - | 154,575 | - | 78,476 | 76,099 | 49.2% | | | | | | | | | | | | |
| Environmental Documentation, Permitting and Monitoring | ESA | 20,000 | - | 20,000 | 20,000 | - | 20,000 | - | - | 20,000 | 100.0% | | | | | | | | | | | | |
| Contingency | n/a | - | - | - | - | - | - | - | - | - | #DIV/0! | | | | | | | | | | | | |
| TOTAL BUDGET | | \$ 880,355 | \$ - | \$ 880,355 | \$ 902,065 | \$ - | \$ 902,065 | \$ 2,290 | \$ 340,497 | \$ 561,568 | 63.4% | | | | | | | | | | | | |
| | | | | | *subtracting expired balances contract amount is | | \$ 872,615 | | | | 61% | | | | | | | | | | | | |

1. **Uncommitted** indicates either a contract has not been issued or an existing contract has not yet been amended per approved NBWRA FY Budgets.

CONTRACTS EXTENDED FROM 11/12 into 12/13

| Project | Consultant | Original Budget | | | Amendments | | | Revised Budget | | | (remaining amt) | | Total Contract | | Uncommitted | | Total Expenses | | Remaining | | % Avail. |
|--|-------------------|-----------------|-------------|----------------|-------------------|---------------------|------------------|----------------|------------------|------------------|-----------------|--|----------------|--|-------------|--|----------------|--|-----------|--|----------|
| | | Original Budget | Amendments | Revised Budget | Original Contract | Contract Amendments | Total Contract | Uncommitted | Total Expenses | Remaining | % Avail. | | | | | | | | | | |
| Program Management - Phase 1 (extended to 12/31/2012) | RMC/Weir | - | - | - | 37,274 | 9,699 | 37,274 | - | 27,575 | 9,699 | 26.0% | | | | | | | | | | |
| Program Management - Phase 2 (extended to 12/31/2012) | RMC/Weir | - | - | - | 30,120 | - | 30,120 | - | 26,383 | 3,736 | 12.4% | | | | | | | | | | |
| State Funding / State Outreach - Phase 1 (extended to 12/31 & added 24k) | KP Public Affairs | - | - | - | 24,000 | - | 24,000 | - | 8,000 | 16,000 | 66.7% | | | | | | | | | | |
| Engineering - Phase 1 (extended to 12/31/2012) | CDM Smith | - | - | - | 4,446 | - | 4,446 | - | 4,432 | 14 | 0.3% | | | | | | | | | | |
| TOTAL BUDGET | | \$ - | \$ - | \$ - | \$ 95,840 | \$ - | \$ 95,840 | \$ - | \$ 66,390 | \$ 29,450 | 0.00% | | | | | | | | | | |

expired

2A. NBWRA Phase 1

| Project | Consultant | Original Budget | | | Amendments | | | Revised Budget | | | Original Contract | | Contract Amendments | | Total Contract | | Uncommitted | | Total Expenses | | Remaining | | % Avail. |
|--|------------|-------------------|-------------|-------------------|-------------------|---------------------|-------------------|----------------|------------------|-------------------|-------------------|---|---------------------|---|----------------|---|-------------|---|----------------|---|-----------|---|----------|
| | | Original Budget | Amendments | Revised Budget | Original Contract | Contract Amendments | Total Contract | Uncommitted | Total Expenses | Remaining | % Avail. | | | | | | | | | | | | |
| Program Management | RMC/Weir | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Planning, Engineering and Funding Management | CDM Smith | 75,000 | - | 75,000 | 75,000 | - | 75,000 | - | 17,470 | 57,530 | 76.7% | | | | | | | | | | | | |
| Environmental Documentation, Permitting and Monitoring | ESA | 20,000 | - | 20,000 | 20,000 | - | 20,000 | - | - | 20,000 | 100.0% | | | | | | | | | | | | |
| Admin Agency Services | SCWA | 100,000 | - | 100,000 | 100,000 | - | 100,000 | - | 76,412 | 23,588 | 23.6% | | | | | | | | | | | | |
| Contingency | n/a | - | - | - | - | - | - | - | - | - | #DIV/0! | | | | | | | | | | | | |
| TOTAL BUDGET | | \$ 195,000 | \$ - | \$ 195,000 | \$ 195,000 | \$ - | \$ 195,000 | \$ - | \$ 93,882 | \$ 101,118 | 51.86% | | | | | | | | | | | | |

2B. NBWRA Phase 2

| Project | Consultant | Original Budget | | | Amendments | | | Revised Budget | | | Original Contract | | Contract Amendments | | Total Contract | | Uncommitted | | Total Expenses | | Remaining | | % Avail. |
|--|---------------------|-----------------|-------------|----------------|-------------------|---------------------|----------------|----------------|----------------|-------------|-------------------|-------------|---------------------|-------------|----------------|-------------|-------------|-------------|----------------|-------------|-------------|----------------|----------|
| | | Original Budget | Amendments | Revised Budget | Original Contract | Contract Amendments | Total Contract | Uncommitted | Total Expenses | Remaining | % Avail. | | | | | | | | | | | | |
| Program Management | RMC/Weir | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Program Development and Federal Funding | Bryant & Associates | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Federal Authorizations and Appropriations | The Ferguson Group | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Planning, Engineering and Funding Management | CDM Smith | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Environmental Documentation, Permitting and Monitoring | ESA | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Outreach and Community Support | Data Instincts | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Admin Agency Services | SCWA | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Contingency | n/a | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| TOTAL BUDGET | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | #DIV/0! | |

North Bay Water Reuse Authority

Monthly Project Cost Summary

Period Ending:

Through April 1, 2013

TAC Item No. 7

2C. Phase 2 Scoping Study (18 - month)

| Project | Consultant | Original Budget | Amendments | Revised Budget | Original Contract | Contract Amendments | Total Contract | Uncommitted | Total Expenses | Remaining | % Avail. |
|---------------------------------|------------|-------------------|-------------|-------------------|-------------------|---------------------|-------------------|-----------------|----------------|-------------------|----------------|
| Planning and Engineering | CDM Smith | 203,780 | - | 203,780 | 200,000 | - | 200,000 | 3,780 | - | 200,000 | 100.0% |
| SCWA Administration | SWCA | 4,575 | - | 4,575 | 4,575 | - | - | - | - | 4,575 | 100.0% |
| Contingency - included in costs | | - | - | - | - | - | - | - | - | - | #DIV/0! |
| TOTAL BUDGET | | \$ 208,355 | \$ - | \$ 208,355 | \$ 204,575 | \$ - | \$ 204,575 | \$ 3,780 | \$ - | \$ 204,575 | 100.00% |

2E. Joint Use

| Project | Consultant | Original Budget | Amendments | Revised Budget | Original Contract | Contract Amendments | Total Contract | Uncommitted | Total Expenses | Remaining | % Avail. |
|--|---------------------|-------------------|-------------|-------------------|-------------------|---------------------|-------------------|------------------|-------------------|-------------------|---------------|
| Program Management | RMC/Weir | 106,000 | - | 106,000 | 38,650 | - | 38,650 | 67,350 | 7,128 | 31,522 | 81.6% |
| Program Development and Federal Funding | Bryant & Associates | 178,000 | - | 178,000 | 178,000 | - | 178,000 | - | 118,667 | 59,333 | 33.3% |
| Federal Authorizations and Appropriations | The Ferguson Group | 60,000 | - | 60,000 | 60,000 | - | 60,000 | - | 25,000 | 35,000 | 58.3% |
| State Funding / State Outreach | Onate Group | 33,000 | - | 33,000 | 25,000 | - | 25,000 | 8,000 | 12,500 | 12,500 | 50.0% |
| Outreach and Community Support | Data Instincts | 50,000 | - | 50,000 | 50,000 | - | 50,000 | - | 19,298 | 30,702 | 61.4% |
| Admin Agency Services | SCWA | 50,000 | - | 50,000 | 50,000 | - | 50,000 | - | 2,064 | 47,936 | 95.9% |
| Planning, Engineering and Funding Management | CDM Smith | - | - | - | 5,000 | - | 5,000 | - | - | 5,000 | 100.0% |
| Contingency - included in consultant costs | | - | - | - | - | - | - | - | - | - | - |
| TOTAL BUDGET | | \$ 477,000 | \$ - | \$ 477,000 | \$ 406,650 | \$ - | \$ 406,650 | \$ 75,350 | \$ 184,656 | \$ 190,471 | 46.84% |

| | | | | |
|---|----------------|------------------|-----------------|------------------|
| Total Budget for all Phases | 880,355 | \$880,355 | 902,065 | \$902,065 |
| Mid-Year Expirations | \$0 | \$0 | (29,450) | (29,450) |
| Total committed to FY12/13 accounting for mid-year extensions and expired balances | | | 872,615 | 872,615 |

3. MEMBER AGENCIES FY 2012/2013

| NBWRA Agencies | Total Assessments | Assessments Paid | Assessments Due | Budgeted Expenses | Expense Ratio | Interest Earned | Expenses Paid | Member Balance | Member Balance Including Beginning Balance for ALL Phases |
|---------------------------------------|-------------------|-------------------|------------------|-------------------|---------------|-----------------|--------------------|-------------------|---|
| Las Gallinas Valley Sanitary District | 104,452.00 | 104,452.00 | (0.00) | 104,452.00 | 11.9% | | -41,273.66 | 63,178.35 | 82,252.35 |
| Napa Sanitation District | 152,531.00 | 160,102.01 | (7,571.01) | 152,531.00 | 17.3% | | -80,402.31 | 79,699.70 | 156,871.62 |
| Novato Sanitary District | 107,128.00 | 114,700.00 | (7,572.00) | 107,128.00 | 12.2% | | -43,450.66 | 71,249.35 | 93,565.18 |
| Sonoma Valley CSD | 143,908.00 | 151,480.01 | (7,572.01) | 143,908.00 | 16.3% | | -72,976.00 | 78,504.02 | 145,147.19 |
| Sonoma County Water Agency | 97,301.00 | 104,872.00 | (7,571.00) | 97,301.00 | 11.1% | | -35,451.71 | 69,420.29 | 79,867.62 |
| North Marin Water District | 94,969.00 | 102,541.01 | (7,572.01) | 94,969.00 | 10.8% | | -51,444.98 | 51,096.02 | 92,642.82 |
| County of Napa | 67,536.00 | 75,107.00 | (7,571.00) | 67,536.00 | 7.7% | | -35,451.71 | 39,655.29 | 49,841.50 |
| City of Petaluma | 56,265.00 | - | 56,265.00 | 56,265.00 | 6.4% | | -10,942.83 | -10,942.83 | (10,763.75) |
| Marin Municipal Water District | 56,265.00 | - | 56,265.00 | 56,265.00 | 6.4% | | -10,259.49 | -10,259.49 | (10,259.49) |
| Total | 880,355.00 | 813,254.04 | 67,100.96 | 880,355.00 | 100.0% | \$0.00 | -381,653.35 | 431,600.69 | |

| | Revenue | Budgeted | |
|----------------------|-------------------|-------------------|--------------------|
| Phase 1 | 195,000.04 | 195,000.00 | 0.04 |
| Phase 2 | - | - | - |
| Phase 2 Project Def. | - | - | - |
| Phase 2 Scoping | 148,825.00 | 208,355.00 | (59,530.00) |
| Joint Use | 469,429.00 | 477,000.00 | (7,571.00) |
| Summary | 813,254.04 | 880,355.00 | (67,100.96) |

| | |
|-----------------------------|--------------|
| Due according to invoices | \$ 67,100.96 |
| Due according to agreements | \$ 67,100.96 |
| Difference | \$ 0.00 |

expenses tied to other agencies (1,776.68)
 (\$383,430.02)
 * include expenses from other phases

other agencies balance (1,311.04)
 int 3,142.91
 Total 680,996.90

2012/13 Budget Allocations

| PHASE 1 | | | | | | | | | |
|--|-------------------|--------------------------------|--------------------------|--------------------------|--|----------------------------|-----------------|----------------------------|-----------|
| As of January 2013 | Total Budget | Las Gallinas Sanitary District | Napa Sanitation District | Novato Sanitary District | Sonoma Valley County Sanitation District | Sonoma County Water Agency | Napa County | North Marin Water District | |
| % Share of Benefit (2nd Amended MOU) | | 7.239% | 31.894% | 8.611% | 27.473% | 3.571% | 3.571% | 17.640% | |
| | 195,000 | | | | | | | | |
| 1. CALCULATION OF ASSESSMENTS | | | | | | | | | |
| 25% Shared Equally | \$ 48,750 | \$ 6,964 | \$ 6,964 | \$ 6,964 | \$ 6,964 | \$ 6,964 | \$ 6,964 | \$ 6,964 | \$ 6,964 |
| 75% Benefit Based on 2nd Amended MOU | \$ 146,250 | \$ 7,152 | \$ 55,229 | \$ 9,827 | \$ 46,608 | | | | \$ 27,434 |
| TOTAL BUDGET | \$ 195,000 | \$ 14,116 | \$ 62,193 | \$ 16,791 | \$ 53,572 | \$ 6,963 | \$ 6,963 | \$ 34,398 | |
| 2. BUDGETED EXPENSE ITEM | | | | | | | | | |
| Program Management - RMC /Weir | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Program Management - CDM Smith | \$ 75,000 | \$ 5,429 | \$ 23,921 | \$ 6,458 | \$ 20,605 | \$ 2,678 | \$ 2,678 | \$ 13,230 | |
| Environmental Documentation, Permitting and Monitoring - ESA | \$ 20,000 | \$ 1,448 | \$ 6,379 | \$ 1,722 | \$ 5,495 | \$ 714 | \$ 714 | \$ 3,528 | |
| SCWA Administration | \$ 100,000 | \$ 7,239 | \$ 31,894 | \$ 8,611 | \$ 27,473 | \$ 3,571 | \$ 3,571 | \$ 17,640 | |
| Contingency - included in consultant costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL CONSULTANT BUDGET | \$ 195,000 | \$ 14,116 | \$ 62,193 | \$ 16,791 | \$ 53,572 | \$ 6,963 | \$ 6,963 | \$ 34,398 | |

| PHASE 2 - Support, Scoping Studies and Workshops | | | | | | | | | | | FY Cost Scoping Study | | |
|--|-------------------|--------------------------------|--------------------------|--------------------------|--|----------------------------|-------------|----------------------------|------------------|--------------------------------|-----------------------|------------|------------|
| As of January 2013 | Total Budget | Las Gallinas Sanitary District | Napa Sanitation District | Novato Sanitary District | Sonoma Valley County Sanitation District | Sonoma County Water Agency | Napa County | North Marin Water District | City of Petaluma | Marin Municipal Water District | FY2012-2013 | Estimate | Total |
| % Share of Benefit (2nd Amended MOU) | | 14.286% | 14.286% | 14.286% | 14.286% | 14.286% | 0.000% | 0.000% | 14.286% | 14.286% | \$ 203,780 | \$ 207,560 | \$ 411,340 |
| | \$ 208,355 | | | | | | | | | | \$ 4,575 | \$ 4,575 | \$ 9,150 |
| 1. CALCULATION OF ASSESSMENTS | | | | | | | | | | | | | |
| Shared Equally amongst 7 Member Agencies | \$ 208,355 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ - | \$ - | \$ 29,765 | \$ 29,765 | \$ 208,355 | \$ 212,135 | \$ 420,490 |
| TOTAL BUDGET | \$ 208,355 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ - | \$ - | \$ 29,765 | \$ 29,765 | | | |
| 2. BUDGETED EXPENSE ITEM | | | | | | | | | | | | | |
| Planning and Engineering - CDM Smith | \$ 203,780 | \$ 29,111.43 | \$ 29,111.43 | \$ 29,111.43 | \$ 29,111.43 | \$ 29,111.43 | \$ - | \$ - | \$ 29,111.43 | \$ 29,111.43 | | | |
| SCWA Administration | \$ 4,575 | \$ 653.57 | \$ 653.57 | \$ 653.57 | \$ 653.57 | \$ 653.57 | \$ - | \$ - | \$ 653.57 | \$ 653.57 | | | |
| Contingency | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | |
| TOTAL CONSULTANT BUDGET | \$ 208,355 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ - | \$ - | \$ 29,765 | \$ 29,765 | | | |

2012/13 Budget Allocations

| Joint Use | | | | | | | | | | |
|--|-------------------|--------------------------------|--------------------------|--------------------------|--|----------------------------|------------------|----------------------------|------------------|--------------------------------|
| As of January 2013 | Total Budget | Las Gallinas Sanitary District | Napa Sanitation District | Novato Sanitary District | Sonoma Valley County Sanitation District | Sonoma County Water Agency | Napa County | North Marin Water District | City of Petaluma | Marin Municipal Water District |
| % Share of Benefit (2nd Amended MOU) | | 12.698% | 12.698% | 12.698% | 12.698% | 12.698% | 12.698% | 12.698% | 5.556% | 5.556% |
| | \$ 477,000 | | | | | | | | | |
| 1. CALCULATION OF ASSESSMENTS | | | | | | | | | | |
| Shared Equally amongst 7 Agencies | \$ 477,000 | \$ 60,571.00 | \$ 60,571.00 | \$ 60,571.00 | \$ 60,571.00 | \$ 60,571.00 | \$ 60,571.00 | \$ 60,571.00 | \$ 26,500.00 | \$ 26,500.00 |
| TOTAL BUDGET | \$ 477,000 | \$ 60,571 | \$ 60,571 | \$ 60,571 | \$ 60,571 | \$ 60,571 | \$ 60,571 | \$ 60,571 | \$ 26,500 | \$ 26,500 |
| 2. BUDGETED EXPENSE ITEM | | | | | | | | | | |
| Program Management - RMC / Weir | \$ 106,000 | \$ 13,460.00 | \$ 13,460.00 | \$ 13,460.00 | \$ 13,460.00 | \$ 13,460.00 | \$ 13,460.00 | \$ 13,460.00 | \$ 5,889.00 | \$ 5,889.00 |
| Program Development and Federal Funding - Bryant & Associates | \$ 178,000 | \$ 22,603.00 | \$ 22,603.00 | \$ 22,603.00 | \$ 22,603.00 | \$ 22,603.00 | \$ 22,603.00 | \$ 22,603.00 | \$ 9,889.00 | \$ 9,889.00 |
| Federal Authorizations and Appropriations - The Ferguson Group | \$ 60,000 | \$ 7,619.00 | \$ 7,619.00 | \$ 7,619.00 | \$ 7,619.00 | \$ 7,619.00 | \$ 7,619.00 | \$ 7,619.00 | \$ 3,333.00 | \$ 3,333.00 |
| State Funding / State Outreach - The Oñate Group | \$ 33,000 | \$ 4,190.00 | \$ 4,190.00 | \$ 4,190.00 | \$ 4,190.00 | \$ 4,190.00 | \$ 4,190.00 | \$ 4,190.00 | \$ 1,833.00 | \$ 1,833.00 |
| Outreach and Community Support - Data Instincts | \$ 50,000 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 2,778.00 | \$ 2,778.00 |
| SCWA Administration | \$ 50,000 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 6,349.00 | \$ 2,778.00 | \$ 2,778.00 |
| Contingency - included in consultant costs | \$ | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL CONSULTANT BUDGET | \$ 477,000 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 26,500 | \$ 26,500 |

| Totals - As Budgeted | | | | | | | | | | |
|------------------------------------|--------------|--------------------------------|--------------------------|--------------------------|--|----------------------------|-------------|----------------------------|------------------|--------------------------------|
| | Total Budget | Las Gallinas Sanitary District | Napa Sanitation District | Novato Sanitary District | Sonoma Valley County Sanitation District | Sonoma County Water Agency | Napa County | North Marin Water District | City of Petaluma | Marin Municipal Water District |
| Total Phase 1 FY12/13 | \$ 195,000 | \$ 14,116 | \$ 62,193 | \$ 16,791 | \$ 53,572 | \$ 6,963 | \$ 6,963 | \$ 34,398 | \$ - | \$ - |
| Total Phase 2 FY12/13 | \$ 208,355 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ 29,765 | \$ - | \$ - | \$ 29,765 | \$ 29,765 |
| Total Joint Phase FY12/13 | \$ 477,000 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 60,570 | \$ 26,500 | \$ 26,500 |
| Total Phase 1, 2 and Joint FY12/13 | \$ 880,355 | \$ 104,451 | \$ 152,528 | \$ 107,126 | \$ 143,907 | \$ 97,298 | \$ 67,533 | \$ 94,968 | \$ 56,265 | \$ 56,265 |

FY2012/2013
North Bay Water Reuse Authority
Interest - Not Allocated

| Period | Amount |
|-------------|-------------|
| 1st Quarter | \$ 1,387.01 |
| 2nd Quarter | \$ 1,755.90 |
| 3rd Quarter | |
| 4th Quarter | |
| Total | \$ 3,142.91 |

| BALANCES | | | | | | | | | | | | | | |
|----------|------------|------------|------------|------------|-------------|-------------|------------|------------------|--------------------|--------------------|----------------|-------------|-------------|------------|
| LG | Napa | Nov | SV | SCWA | Napa County | North Marin | Marin Cnty | City of Petaluma | City of Amer Canyn | Valley of the Moon | City of Sonoma | Marin Muni | Totals | |
| Phase 1 | 8,547.95 | 54,908.78 | 11,135.72 | 46,586.88 | 6,712.16 | 6,646.40 | 33,141.48 | | | | | | 167,679.37 | |
| Arra | 6,076.75 | 26,763.20 | 7,229.82 | 23,058.12 | 3,000.89 | 2,985.16 | 14,806.56 | | | | | | 83,920.51 | |
| Phase 2 | 2,170.33 | 2,170.33 | 2,170.33 | 2,170.33 | (2,874.75) | (2,976.17) | - | | | | | | 2,830.39 | |
| PD | (1,430.45) | (1,430.45) | (1,430.45) | (1,127.90) | (1,430.45) | (1,508.66) | - | (517.37) | (504.26) | (504.26) | (71.71) | (217.70) | (10,173.67) | |
| SS | 29,765.00 | 29,765.00 | 29,765.00 | 29,765.00 | 29,765.00 | - | - | | | | | | 148,825.00 | |
| JU | 37,122.77 | 44,694.77 | 44,694.77 | 44,694.77 | 44,694.77 | 44,694.77 | | (10,259.49) | | | | (10,259.49) | 284,772.39 | |
| SUM | 82,252.35 | 156,871.62 | 93,565.18 | 145,147.19 | 79,867.62 | 49,841.50 | 92,642.82 | (517.37) | (10,763.75) | (504.26) | (71.71) | (217.70) | (10,259.49) | 677,853.99 |

| EXPENSES | | | | | | | | | | | | | | |
|----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------------|--------------------|--------------------|----------------|-------------|--------------|--------------|
| LG | Napa | Nov | SV | SCWA | Napa County | North Marin | Marin Cnty | City of Petaluma | City of Amer Canyn | Valley of the Moon | City of Sonoma | Marin Muni | Totals | |
| Phase 1 | (9,692.23) | (42,702.58) | (11,529.19) | (36,783.35) | (4,781.18) | (4,781.18) | (23,618.03) | | | | | | (133,887.74) | |
| Arra | (1,797.37) | (7,915.67) | (2,137.41) | (6,818.59) | (886.47) | (886.47) | (4,378.72) | | | | | | (24,820.69) | |
| Phase 2 | (4,397.25) | (4,397.25) | (4,397.25) | (4,397.25) | (4,397.25) | (4,397.25) | - | | | | | | (26,383.47) | |
| PD | (1,938.58) | (1,938.58) | (1,938.58) | (1,528.58) | (1,938.58) | (1,938.58) | - | (683.34) | (683.34) | (683.34) | (103.42) | (306.58) | (13,681.51) | |
| SS | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| JU | (23,448.23) | (23,448.23) | (23,448.23) | (23,448.23) | (23,448.23) | (23,448.23) | (23,448.23) | (10,259.49) | | | | (10,259.49) | (184,656.61) | |
| SUM | (41,273.66) | (80,402.31) | (43,450.66) | (72,976.00) | (35,451.71) | (35,451.71) | (51,444.98) | (683.34) | (10,942.83) | (683.34) | (103.42) | (306.58) | (10,259.49) | (383,430.02) |

Draft NBWRA Budget and Finance Schedule

April 4, 2013

| Fiscal Year | FY2012/13 | | | | | | | | | | FY2013/14 | | | | | | | | | | FY2014/15 | | | | | | | | | | | | | | |
|----------------------------------|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--|--|
| Task/Event | Oct-12 | Nov-12 | Dec-12 | Jan-13 | Feb-13 | Mar-13 | Apr-13 | May-13 | Jun-13 | Jul-13 | Aug-13 | Sep-13 | Oct-13 | Nov-13 | Dec-13 | Jan-14 | Feb-14 | Mar-14 | Apr-14 | May-14 | Jun-14 | Jul-14 | Aug-14 | Sep-14 | Oct-14 | Nov-14 | Dec-14 | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | | |
| Board Meeting & Workshop | | | | X | | x | X | X | | | X | | | X | | X | | X | | X | | | | | | | | | | | | | | | |
| TAC Meeting | | X | X | X | X | X | X | X | | X | X | | X | X | X | X | X | X | X | X | | | X | X | | X | X | | X | X | | X | X | | |
| Finance Cmte Meeting | X | | | | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| FY2012/13 Budget Approval | | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| FY13/14 Budget | X | X | | | | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Consultant Agreements | Current agreements run through June 30, 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Phase 2 Scoping Study | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| RFP for Feas. Study / Grant App. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Feasibility Study Grant App | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Feasibility Study Begins | | | | | | | | | | | | | | | | | | | | | | | X | | | | X? | | | | | | | | |
| FY14/15 Budget | | | | | | | | | | | | | | | | | | X | | | X | | | | | | | | | | | | | | |
| FY Invoices to Member Agencies | | | | | | | | | | X | | | | | | | | | | | | | X | | | | | | | | | | | | |
| Member Agencies Pay FY Invoices | | | | | | | | | | | X | | | | | | | | | | | | X | | | | | | | | | | | | |
| Consultant Review Process | | | | | | | | | | | X | X | | | | | | | | | | | | | | | | | | | | | | | |
| MOU Revision Process | | | | | | X | | X | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Initiation Fee Payments | | | | | | | | | X | | | | | | | | | | | | | X | | | | | | | | | | | | | |
| USBR Grants | | | | | | | | | | | | X | X | | X | | | | | | X | X | | | X | X | | X | | | | X | X | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Item No. 5 Request for Statements of Qualifications / Request for Proposal Status

The following schedule was approved by the Board on March 25, 2013 with the understanding that it is subject to modification. There are **Go/No Go Points** along the way and comments indicating the intent of the process.

| | |
|-------------------|---|
| February 15, 2013 | Draft SOQs to TAC for review |
| March 25 | Board approves SOQ/RFP Process |
| March 29 | Complete list of consultants to receive SOQs |
| April 1 | Issue SOQs to selected consultants |
| April 22 | Deadline for consultants to submit Statements of Qualifications (SOQs) |
| April 30 | FC complete review of SOQs and provides findings to TAC. The intent is for the FC to provide one layer of review. The TAC will still review all of the SOQs, but will have some indication of their relative strengths and weaknesses based on the FC review. TAC selects firms for interviews. |
| May 15 | TAC interviews selected firms and compiles shortlist |
| May 20 | Board receives update on SOQ process |
| May 21 | Shortlist requested to submit formal proposals Note that this step and all following steps may be delayed pending decisions on federal funding availability. |
| June 14 | Proposals due from shortlist consultants |
| June 24 | FC complete review of RFPs and submits findings to TAC |
| July 15 | Go/No Go Point. TAC completes review of RFPs and interviews selected firms |
| August 14 | Final recommendation from TAC to Program Manager for Board Agenda packet |
| August 19 | Board approves selection of consultants for Engineering, Environmental, and Outreach; and Legislative Development Services (two primes with subs – two agreements total) |
| November 1 | Prepare and negotiate scopes such that SCWA completes agreement approval process and issues Notices to Proceed to both consultants December Grant applications for Phase 1 WaterSMART and Phase 2 Feasibility Study cost sharing completed and submitted to USBR |
| March 17, 2014 | Go/No Go Point. Board presentation of Scoping Studies recommendations triggers preparation of budget to conduct Phase 2 Feasibility Study and Program/Legislative Development services. Notice of award of feasibility study. |
| April/May | Scopes and budgets negotiated for Phase 2 Feasibility Study both with and without federal grant |
| May 19 | Go/No Go Point. Board approved proceeding with Phase 2 and preparation of Feasibility Study agreements. |