



September 8, 2017

TO: San Luis & Delta-Mendota Water Authority Water Resources Committee,
San Luis & Delta-Mendota Water Authority Board of Directors, Alternates,
and Interested Parties

FROM: Jason Peltier, Secretary (by Cheri Worthy)

RE: **Regular Water Resources Committee Meeting and Joint Water
Resources Committee Meeting - Special Board Workshop, September
11, 2017, 10:00 a.m.**

Additional Pre-Packet Documents are Attached for your review, in preparation of the **September 11, 2017 10:00 a.m., Regular Water Resources Committee (WRC) Meeting and Joint Regular Water Resources Committee Meeting - Special Board of Directors Workshop**, are the following documents:

- 1) Science Support Memo with Attachments
- 2) State Legislative Memo
- 3) Temperance Flat Project Memo
- 4) Central Valley Salmon Habitat Partnership Memo with attachments
- 5) Prop 1 DAC Involvement Program Memo with Attachments

Thank you, and please give us a call if you have any questions or concerns regarding this information.



MEMORANDUM

TO: TOM BIRMINGHAM, CHAIR, WATER RESOURCES COMMITTEE
FROM: ARA AZHDERIAN, WATER POLICY ADMINSTRATOR
SUBJECT: SCIENCE SUPPORT UPDATE
DATE: SEPTEMBER 8, 2017

SCIENCE INTERN:

In September 2013, through one of our consultants, the Authority engaged a science intern to work on Authority related science matters in support of Authority and Members' staff and our consultants. Earlier this year, she left the consulting firm for new opportunities. After discussions with Members, Authority staff decided it was beneficial to refill the position, so issued a solicitation, conducted interviews, and selected Griffin Hill to serve as our new science intern. Griffin is a recent graduate of Stanford University with a Bachelor of Science in Biology. His relevant course work includes honors marine biology, ecology, marine conservation and fisheries, and sustainable resource management law. Griffin will begin working in Sacramento on September 12 for a 4 month period.

SCIENCE MANAGER:

In October 2016, the Board of Directors approved a science manager position to guide, coordinate, and communicate the Authority's science activities. Early this year, Authority staff issued a solicitation, conducted interviews, and extended an offer to one candidate, which was ultimately declined. Since, we have revised the scope of work to expand the relevant work experience, emphasize the advise and communication roles, and rename the position Principal Scientist. The revised job description is attached. Authority staff intended to resolicit in the near future with the aim of filling the position by year end.

PRICIPAL SCIENTIST

The Position

Under administrative direction of the Executive Director, the Principal Scientist is responsible for guiding the Authority's science activities, advising on strategic opportunities, implementing and managing science activities and consultants, and promoting and coordinating the Authority's scientific activities in collaboration with other public agencies, academia, and non-governmental organizations. The Principal Scientist will lead the Authority's overall science activities consistent with strategic direction established by the Board of Directors. The focus of this work is primarily devoted to management of fish species, water supply, and reliability through science guided improvements in the management, regulation, and operation of the Central Valley Project. The Principal Scientist will be dedicated to application of sound science methods to develop and communicate high quality information to governmental agencies and other pertinent interests, including the public, that is credible, valid, and relevant. The Principal Scientist will also make specific work recommendations, manage consultants, and assist in budget preparation, in concert with the executive management team, to support the Authority's science efforts.

Essential Duties

- Provide scientific leadership, expertise and advice to the Executive Director, executive management team, Board of Directors and committees, and other affiliated scientific groups as appropriate;;
- Ensure a linkage between the Authority's management decisions and science efforts to maximize the value of the Authority's science activities to its overall strategic direction;
- Translate policy and management needs into scientific queries to produce and communicate solution oriented, empirical scientific information;
- Collaborate and coordinate with Authority member agencies' scientists, regulatory agencies' scientists, the environmental community, and academia;
- Communicate the Authority's scientific understanding and activities across a broad spectrum of scientific professionals, technical, management, and policy groups from other public water agencies, state and federal agencies, academic forums, and other relevant public workshops and symposiums, as appropriate;
- Maintain a long-term science strategy and implementation plan for the Authority that applies sound science methods to produce high quality, useful scientific information;
- Provide technical leadership to define scopes of work, recommend approaches and course of action to meet Authority science objectives;
- Identify and manage consulting experts and activities;
- Seek and secure opportunities to attract research and other funding support in furtherance of the aims and objectives of the Authority; and
- Other functions as directed.

Desired Knowledge of:

- Aquatic/estuarine ecosystem functions and/or fisheries biology;
- Ecosystem and/or fisheries protection, conservation, and management;
- Sound scientific principles and experimental design;
- Communication and public and press relations; and
- Staff, consultant, and budget administration.

Ability to:

- Evaluate and advise on the Authority's science activities;
- Work and communicate collaboratively, cooperatively, considerately, and effectively with members of the Board of Directors, executive management team, staff, other governmental organizations, stakeholders, academia, special interests, and the public;
- Effectively represent the Authority's policies, programs, and services with individual citizens, community groups, the media, and other government organizations;
- Manage staff, consultants, and budgets;
- Present a professional demeanor, provide sound fiscal, technical and ethical management skills;
- Utilize speaking and writing skills to provide advice and consultation on the development of regulations, programs and policies;
- Organize data, maintain records, and prepare reports;
- Regularly and consistently meet attendance and punctuality requirements;
- Use computer systems and software packages related to public information functions; and
- Travel as necessary.

Typical Physical Activities

- Travelling to conduct Authority business usually short distance (e.g. <180 miles by car), occasionally long distance (e.g. East Coast by airplane);
- Communicate in person and in group settings;
- Regular uses of the telephone and/or other communication devices;
- Uses office equipment such as computer terminals, copiers, and fax machines; and
- Stationary for extended time periods.

Environmental Factors

1. Exposure to the sun: 10% or less work time spent outside a building and exposed to the sun; and
2. Irregular or extended work hours occasionally required to manage work.

Desirable Qualifications

Any combination of education and experience that would likely provide the necessary knowledge and abilities is qualifying.

A typical way to obtain the knowledge and abilities would be:

Experience: Ten years broad and extensive professional experience as a scientist in one or more areas of environmental analysis, research, management, planning, regulation or investigation, two years of which have included responsibility in the development or implementation of environmental policies, programs, plans, or research projects; or conducting environmental monitoring and surveillance, enforcement, or environmental management programs. A record of project management, including demonstrated experience advising high-level managers in science-based decision-making. A strong record of communication skills, which may include scientific research and publication in peer-reviewed scientific journals.

Education: A PhD or MSc in aquatic ecology, fisheries biology, or other closely related field from an accredited

college or university is highly desirable.

License Requirement

Driver License: Possession of a valid California Class C Driver License may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

Possession and proof of a driving record free of multiple or serious traffic violations or accidents for at least two (2) consecutive years. The driving record will not contribute to an increase in the Authority's automobile rates.

I have reviewed this Job Description with my Supervisor and agree with its contents.

Employee Signature

Date

Supervisor Signature

Date

The specific statements shown in each section of this job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.



MEMORANDUM

TO: TOM BIRMINGHAM, CHAIR, WATER RESOURCES COMMITTEE
FROM: ARA AZHDERIAN, WATER POLICY ADMINISTRATOR
SUBJECT: STATE LEGISLATIVE UPDATE
DATE: SEPTEMBER 8, 2017

SB 623 (Monning) Safe Drinking Water Fund:

STATUS: Two Year Bill
LOCATION: Assembly Rules Committee

The Assembly Appropriations Committee pulled the bill, without a vote, and sent it back to the Assembly Rules Committee for future referral to Assembly policy committees for proper public hearing. The late amendments inserted into the bill relative to the controversial drinking water tax, nitrate fee, and dairy fee were never heard in appropriate policy committees. SB 623 is now a two-year bill, though there are rumors that supporters may try to have a bill resurrected in final week of session. KP will continue to follow this issue closely.

SB 606 (Skinner) Drought Contingency Planning

STATUS: Assembly Appropriations Committee
HEARING DATE: Monday September 11

AB 1668 (Friedman) Long Term Water Use Efficiency Requirements – Ag and Urban:

STATUS: Senate Appropriations Committee
HEARING DATE: Likely Monday September 11

“Making Conservation a Way of Life Legislation” – A series of negotiations between the authors and stakeholders has seen the related measures amended, relative to the urban water agency requirements, several times in recent weeks. The agricultural component remains as previously agreed upon. The ACWA State Legislative Committee meets in the early morning of September 11th to consider the bills as amended and ACWA’s position on these bills as amended.



MEMORANDUM

TO: TOM BIRMINGHAM, CHAIR, WATER RESOURCES COMMITTEE
FROM: ARA AZHDERIAN, WATER POLICY ADMINSTRATOR
SUBJECT: TEMPERANCE FLAT PROJECT UPDATE
DATE: SEPTEMBER 8, 2017

TEMPERANCE FLAT PROP 1 WATER STORAGE INVESTMENT PROGRAM APPLICATION:

On August 14, the San Joaquin Valley Water Infrastructure Authority submitted its application for Prop 1 WSIP (<https://cwc.ca.gov/Pages/WSIP/TemperanceFlat.aspx>). With final refinements of the application nearing completion, the SJVWIA Temperance Flat Project proponents will begin turning attention toward developing information necessary to solicit investment in the next phase of the project, which is to perform design engineering sufficient to conduct the necessary environmental reviews. The SJVWIA will be conducting “investors” workshops in the fall to more fully explain the TFP costs, benefits, and opportunities. Work will also be performed to develop a TFP communications package and explore various methods for potential investors and project proponents to align themselves to support finance, planning, construction, and governance of the TFP. Authority staff will continue to coordinate with the Exchange Contractors, Friant Water Authority, and SJVWIA to advance the TFP.



MEMORANDUM

TO: TOM BIRMINGHAM, CHAIR, WATER RESOURCES COMMITTEE
FROM: ARA AZHDERIAN, WATER POLICY ADMINSTRATOR
SUBJECT: CENTRAL VALLEY SALMON HABITAT PARTNERSHIP UPDATE
DATE: SEPTEMBER 8, 2017

CENTRAL VALLEY SALMON HABITAT PARTNERSHIP:

On August 29, the Central Valley Salmon Habitat Partnership held a signing ceremony on the State Capitol steps to launch their new initiative to develop, fund, and restore salmon habitat in the Central Valley. Modelled after the Central Valley Joint Venture, which is aimed at conserving bird habitat, the CVSHP is a partnership of 21 state and federal agencies, public water agencies, environmental organizations and sport fishing associations (see attached). Participation by the Authority and State Water Contractors is through the State and Federal Contractors Water Agency. Authority staff and the California Farm Water Coalition helped organize and support the event and will continue to engage with the Partnership's efforts in the future.



For Immediate Release

August 29, 2017

Contact

Nina Erlich-Williams, nina@publicgoodpr.com

C: 415-577-1153, O: 510-336-9566

See end of press release for additional contact information

Agencies, Farmers, Fishermen, Water Suppliers and Conservationists Announce Partnership to Support Recovery of Central Valley Salmon and Steelhead

Diverse partnership signals new era in effort to return native fish to self-sustaining levels

Sacramento – California Secretary for Natural Resources John Laird hosted a signing ceremony today on the steps of the Capitol with a broad group of stakeholders to officially launch the [Central Valley Salmon Habitat Partnership](#). The Partnership includes state and federal water and wildlife agencies, farmers and water suppliers, fishermen, and conservationists working together to restore and protect vital salmon habitats.

“The successful recovery of any threatened species requires cooperation from many parties,” said Secretary Laird. “I’m confident that the remarkable range of stakeholders working together in this Partnership bodes well for the future of salmon and steelhead in the Central Valley.”

Central Valley rivers and their tributaries have been, historically, the second most productive region for salmon on the West Coast (not including Alaska). However, native salmon runs and steelhead populations have declined drastically here. Today, two of the four distinct runs of Central Valley Chinook salmon, as well as steelhead, are listed as threatened or endangered.

These fish migrate between inland rivers and streams and the ocean for different parts of their lives. In the process, they face challenges including blocked access to spawning grounds, a lack of cold water at critical times of year, a dramatic reduction in a variety of habitat types such as wetlands and floodplains, and predation. Quality habitat is vital for providing food and shelter for young salmon to grow, and for adult salmon to spawn. The Partnership will use its combined expertise to improve salmon habitat and support widespread recovery of Central Valley salmon and steelhead.

The Partnership’s first order of business will be to identify, find funding for, and execute the best opportunities to improve salmon habitat. The group is modeled after the highly successful Central Valley Joint Venture, through which a similar group of stakeholders has been working for decades to recover native and migratory bird populations. Partnership members provide expertise on a broad range of issues, from scientific study to securing permits for habitat restoration.

“This group will take meaningful, decisive action to restore the types of habitat – in the right places – that these fish need to survive and even thrive,” said Curtis Knight, Executive Director of the conservation group California Trout.

“There have been significant efforts over the past decade to improve conditions for viable salmon—the collaboration through the Partnership will build on these efforts and help align priority actions for salmon recovery in the Central Valley. We’re ready to roll up our sleeves and make this happen,” added David Guy, President of the Northern California Water Association.

By approaching habitat restoration in a collaborative, outcomes-based manner, the Partnership hopes to see meaningful improvement in habitat conditions relatively quickly. An implementation plan will highlight

measurable, geographically-specific goals within a set timeframe to improve the prospects of these fish. Because both public agencies and private organizations are currently involved in habitat restoration, this unified approach ensures that the most important projects will be implemented first, maximizing the opportunities for these native fish to recover and thrive.

"I'm hopeful that although we may not always agree on water decisions we can all work together to restore some of the river bank, side channel, and floodplain habitats in the Central Valley which are crucial to rearing baby salmon," said John McManus, Executive Director of the Golden Gate Salmon Association.

"Salmon recovery happens one stream mile at a time," said Scott Rumsey, NOAA Fisheries West Coast Region Deputy Administrator. "By spurring restoration efforts, this group will, ultimately, help bring back the economic and environmental benefits of salmon to California communities."

For more information about the Central Valley Salmon Habitat Partnership, go to <http://salmonpartnership.org>.

Founding members of the Central Valley Salmon Habitat Partnership include:

- American Rivers
- The Bay Institute
- CA Dept. of Fish and Wildlife
- CA Dept. of Water Resources
- CA Natural Resources Agency
- California Sportfishing Protection Alliance
- California Trout
- Ducks Unlimited
- The Golden Gate Salmon Association
- The Nature Conservancy
- NOAA Fisheries
- NOAA Habitat Conservation - Restoration Center
- Northern California Water Association
- Pacific Coast Federation of Fishermen's Associations
- Institute for Fisheries Resources
- River Partners
- State and Federal Contractors Water Agency
- The Sacramento-San Joaquin Delta Conservancy
- Trout Unlimited
- US Bureau of Reclamation
- US Fish and Wildlife Service

Additional Press contacts:

California Department of Fish and Wildlife:

Kevin Shaffer, Chief of Fisheries, (916) 327-8841, Shaffer, Kevin.Shaffer@wildlife.ca.gov

California Department of Water Resources:

Maggie Macias, Public Affairs Office, (916) 653-8743, mmacias@water.ca.gov

California Sportfishing Protection Alliance:

Chris Shutes, FERC Projects Director, (510) 421-2405, blancapaloma@msn.com

California Trout:

Jacob Katz, PhD, Senior Scientist, Central California, (707) 477-9978, jkatz@caltrout.org

Golden Gate Salmon Association:

John McManus, Executive Director, (650) 218-8650, john@goldengatesalmon.org

Institute for Fisheries Resources:

Noah Oppenheim, Executive Director, (415) 561-5080, noah@ifrfish.org

NOAA Fisheries:

Jim Milbury, Public Affairs Specialist, 562-980-4006, jim.milbury@noaa.gov

Northern California Water Association:

David Guy, President, (916) 442-8333, dguy@norcalwater.org

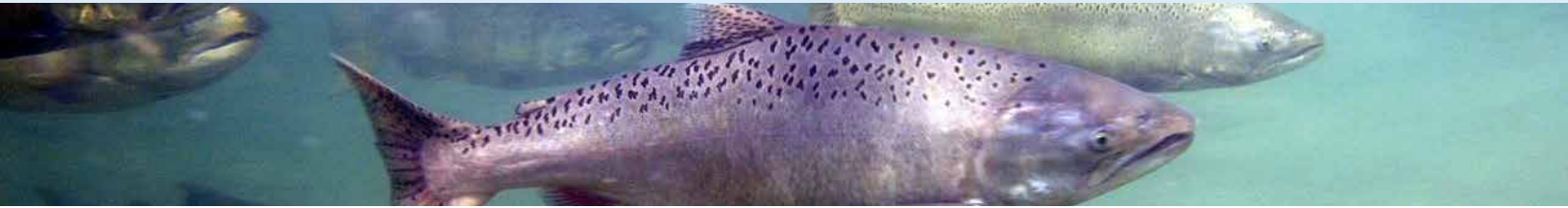
Trout Unlimited:

Rene Henery, PhD, California Science Director, (415) 640-0927, RHenery@tu.org



Central Valley Salmon Habitat Partnership

Working together for salmon and steelhead habitat restoration



A Diverse New Collaboration Focused on Restoring Salmon & Steelhead Habitat



The Central Valley Salmon Habitat Partnership works to improve salmon and steelhead populations, habitats and ecosystem conditions by leveraging cooperation and science to better align priorities, funding and resources.

The Partnership prioritizes:

- Science-based objectives and regional habitat objectives
- Coordinated action across state, federal and local governments and private landowners, conservation groups and other involved parties
- Recovery and maintenance of viable, self-sustaining spring-run and winter-run Chinook salmon and Central Valley steelhead populations
- Restoration and maintenance of robust and commercially and recreationally viable fall-run and late-fall Chinook salmon



Working Together

The Central Valley Salmon Habitat Partnership brings together a diverse group of stakeholders to support salmon and steelhead recovery in the Central Valley.

Our Strengths

By working across disciplines, the Partnership includes expertise on a broad range of issues, from scientific study to securing permits for habitat restoration. This cross-disciplinary approach allows us to move from concept to implementation efficiently.



Contact

Jacob Katz, California Trout, jkatz@caltrout.org | salmonpartnership.org
 Rene Henery, Trout Unlimited, rhenery@tu.org



Central Valley Salmon Habitat Partnership

Working together for salmon and steelhead habitat restoration



Central Valley Salmon Habitat Implementation Plan

The Partnership will develop an Implementation Plan that relies on the best available science to identify priority restoration projects to support a variety of habitat types.

The Plan will ensure that funding is used efficiently by coordinating efforts among government agencies, conservation groups, water suppliers, and private landowners to ensure the right projects are prioritized to maximize benefits to salmon and steelhead in the Central Valley.

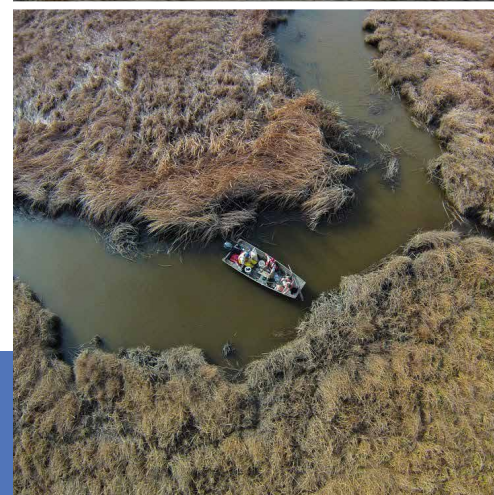
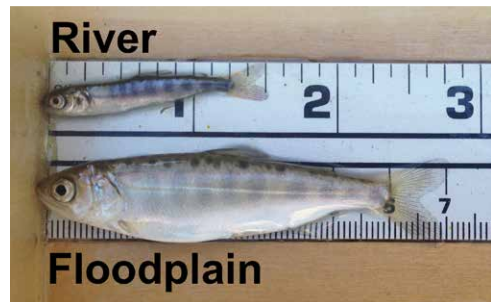
Quality Habitat for Salmon

Butte Creek and Clear Creek have growing populations of native fishes and salmon. Decades-long efforts have led to the restoration and maintenance of every habitat type needed to complete all freshwater life stages of salmon and steelhead in these creeks.

These include:

- Holding habitat – areas with sufficient shade and cold, clean water for salmon and steelhead waiting to reproduce.
- Spawning habitat – access to natal spawning grounds (via fish ladders or barrier removal) with clean gravel beds and adequate stream flow.
- Rearing habitat – stream and floodplain-like habitat, with lots of bugs for juveniles to feed on and refuge areas to avoid predators.

The Partnership will focus on ensuring that all Central Valley streams have enough of the right kinds of habitat in the right places to support sustainable and growing populations of salmonids and other native fishes. The Central Valley Salmon Habitat Partnership will use Butte Creek, Clear Creek, and others, as examples for future salmon habitat restoration efforts.



Contact

Jacob Katz, California Trout, jkatz@caltrout.org | salmonpartnership.org
Rene Henery, Trout Unlimited, rhenery@tu.org



MEMORANDUM

TO: TOM BIRMINGHAM, CHAIR, WATER RESOURCES COMMITTEE
FROM: ARA AZHDERIAN, WATER POLICY ADMINSTRATOR
SUBJECT: PROP 1 DAC INVOLVEMENT PROGRAM UPDATE
DATE: SEPTEMBER 8, 2017

PROP 1 SAN JOAQUIN FUNDING AREA DAC INVOLVEMENT PROGRAM:

On August 28, the Authority issued a Request for Proposals for consultant services to develop and implement a Disadvantaged Communities Involvement Program in the Prop 1 San Joaquin Funding Area. Attached is the RFP. The approach for the SJFA is to engage a consultant to 1) develop and submit a Prop 1 DACIP grant application to DWR, 2) conduct a mandatory DAC “needs assessment” in the SJFA, 3) develop a DACIP plan based upon the “needs assessment” findings, 4) amend the DWR grant agreement to reflect the planned activities, and 5) implement the plan. The SJFA has 8 Regional Water Management Groups, 7 of which are participating in the effort. The SJFA RWMGs are working with a stakeholder group comprised of environmental justice organizations and disadvantaged communities. Responses to the RFP are due September 15 with the aim of having an applicant selected by September 29. The balance of the work is expected to occur over the next 3 years.

PROPOSITION 1
DISADVANTAGED COMMUNITY (DAC) INVOLVEMENT
GRANT PROGRAM

SAN JOAQUIN FUNDING REGION
Request for Proposals

August 25, 2017

Introduction

The San Luis & Delta-Mendota Water Authority is acting as grant administrator on behalf of the San Joaquin Funding Area's (SJFA) Regional Water Management Groups (RWMGs) responsible for implementing integrated regional water management plans in the San Joaquin Funding Area. The RWMGs are requesting proposals from qualified applicants to (1) prepare and submit a Proposition 1 Integrated Regional Water Management (IRWM) Disadvantaged Community Involvement Program (Program) grant application; (2) conduct a "needs assessment"¹ within the SJFA; (3) develop a plan for the balance of Program funding based on the results of the "needs assessment" and direction provided by the RWMGs, the SJFA Advisory Committee², stakeholders, criteria established by the DWR³, and other considerations; (4) prepare and submit a grant agreement amendment to DWR, including work plan, budget, and schedule, describing the work to be performed and established in item (3) and (5) assist on an ongoing basis with the SJFARWMG on program coordination and administration. .

Background

The Program, authorized by the Water Quality, Supply, and Infrastructure Improvement Act (Prop 1) and administered by DWR, allocated \$3.1 million to the SJFA for the purpose of ensuring DACs, economically distressed areas (EDAs), and/or underrepresented communities (collectively referred to as DACs) can effectively participate in Integrated Regional Water Management (IRWM) planning efforts. The primary objectives of the Program are as follows:

- Work collaboratively to involve DACs, community-based organizations, and stakeholders in IRWM planning efforts to ensure balanced access and opportunity for participation in the IRWM planning process;
- Increase the understanding, and where necessary, identify the water management needs of DACs on a Funding Area basis;
- Develop strategies and long-term solutions that appropriately address the identified DAC water management needs.

It is the intent of the RWMGs that the Program identify the water management needs of SJFA DACs and develop solutions so that DACs can be more successful in participating in IRWM planning efforts and securing future funding opportunities through the IRWM Grant Program or other financial assistance programs.

¹ The minimum requirements for a needs assessment is defined in the Department of Water Resources 2016 Disadvantaged Community Involvement Request for Proposals, which can be found at http://www.water.ca.gov/irwm/grants/docs/p1DACinvolvement/2016Prop1IRWM_DACIRFP_Final.pdf.

² See DRAFT Memorandum of Understanding attached

³ Criteria contained in the 2016 Disadvantaged Community Involvement Request for Proposals.

There are 8 RWMGs in the San Joaquin Funding Area⁴. They include:

American River Basin
Eastern San Joaquin
Westside – San Joaquin
Merced

East Contra Costa County
Mokelumne-Amador-Calaveras
East Stanislaus
Madera

Request for Proposals

An objective of this RFP is to obtain Statements of Qualifications from interested organizations or consultants with suitable experience engaging with Disadvantaged Communities, identifying and analyzing community needs, and developing and coordinating water-related grant programs. Organizations or consultants that submit proposals must have the necessary resources to handle a project of this magnitude.

The RWMGs are requesting proposals from qualified applicants to 1) prepare and submit a Prop 1 IRWM Disadvantaged Community Involvement Program grant application, 2) conduct a “needs assessment” within the SJFA, 3) develop a plan for the balance of Program funding based on the results of the “needs assessment” and direction provided by the RWMGs, the SJFA Advisory Committee, stakeholders, criteria established by the DWR, and other considerations; (4) prepare and submit a grant agreement amendment to DWR, including work plan, budget, and schedule, describing the work to be performed and established in item (3) and (5) assist on an ongoing basis with the SJFARWMG on program coordination and administration.

Applicant Desired Capabilities

The RWMGs believe an ideal applicant would demonstrate:

- Understanding of the history and culture of IRWMs, DWR and the application process, and direct experience with both;
- Understanding, experience and success working with DACs, water agencies, local government, tribes, community groups, and other agencies/organizations whose work is directly related to the water management needs of DACs;
- Understanding of water management and natural resource characteristics of the SJFA;
- Interdisciplinary team with technical team capacity;
- Experience/capability to gather information from multiple sources and present information concisely in a report format;
- Ability to work in a multi-agency, multi-stakeholder/interest environment;

⁴ <http://www.water.ca.gov/irwm/grants/prop1index.cfm>

- Ability to proactively manage the proposed activities to ensure successful completion on time and budget;
- Ability to prepare the DAC Proposal consistent with DWR Guidelines;
- Positive experience working with DWR or has demonstrated ability in establishing and maintaining working relationships with grantor agencies.

<h3>Key Contents of Proposal Responses</h3>

The purpose of this RFP is to enable the SJFA RWMGs to evaluate applicants' proposals to carry out the desired activities. The applicant should express relevant experience, qualifications, and capabilities. Responses to this RFP should include:

1. Complete applicant contact information;
2. A discussion of the tasks the applicant would propose to achieve the desired activities;
3. A description of how the applicant would approach the following key tasks (three pages or less):
 - Task 1 – Coordination & Facilitation:
 - Task 1a – Coordinate and implement the DAC Involvement Program;
 - Task 1b – Facilitate the creation of a SJFA Advisory Committee and finalization of SJFA Goals and Objectives.
 - Task 2 – Application: Prepare and submit Prop 1 DAC Involvement Program grant application to DWR;
 - Task 3 – Needs Assessment: Design and conduct the DAC needs assessments in the SJFA;
 - Task 4 – Program Development and Amendment:
 - Task 4a – Develop a plan for balance of Program funding;
 - Task 4b – Prepare and submit a grant agreement amendment to DWR.
 - Task 5 – Ongoing Coordination with the SLDMWA, the SJFA RWMGs, and the SJFA Advisory Committee.
4. A description of how the applicant would accomplish the following:
 - Create a schedule, budget, and process to develop and implement the Program;
 - Manage activities at the direction of the SLDMWA (the grant administrator acting on behalf of the SJFA RWMGs and SJFA Advisory Committee);
 - Communicate and coordinate with DACs, DWR, local governments, stakeholders and interested parties;
 - Prepare the DAC Proposal consistent with DWR Guidelines;
 - Prepare DAC grant invoices/reports for implementation of DAC Proposal activities.
5. A proposed cost estimate associated with each of the tasks outlined in the RFP and compensation rate information for proposed team members;

6. As an appendix, provide statement(s) of qualifications (SOQ) adhering to the requirements provided on the following page. Appended SOQs are separate from maximum proposal page limit;
7. As an appendix, provide three (3) references. Tribal and/or DAC references are encouraged. Appended references are separate from maximum proposal page limit. Following is an illustrative schedule to assist the consultant to better understand the scope of work over time:

Task	Date Expected
Consultant Selection	September 29, 2017
Proposition 1 DAC Application Submitted to DWR	November 1, 2017
DWR DAC Application Review and Contract	November 2017 to March 2018
SJFA Needs Assessment	April to June 2018
SJFA DAC Outreach Planning and projects for each IRWM based on the Needs Assessment	July to August 2018
DWR Amendment Request Review and Approval	September to October 2018
Implementation of the DAC Outreach Planning for each IRWM Region	November 2018 to September 2019
Ongoing DAC Grant Coordination and Administration including closeout report	October 2019 to December 2019

Submissions

Respondents shall submit their completed response by email to ara.azhderian@sldmwa.org on or before 5 p.m., Friday, September 15, 2017. Hardcopies will not be accepted. Applicants should feel free to send questions prior to the submittal deadline. Responses should be emailed in PDF document format. Costs to respond to this RFQ shall be borne solely by the applicants.

Submitted proposals are limited to a maximum of 15 pages, excluding SOQs and references. Proposals shall be prepared with 8.5" x 11" paper, Times New Roman, 12 pt. font, single or 1.15-spaced, justified, with 1" margins. Pages should be numbered in the page footer, including the first page. Tables and figures must be included in the text.

Requirements of Statement of Qualifications

An objective of this RFP is to obtain Statements of Qualifications from interested organizations and/or consultants with suitable experience engaging with Disadvantaged Communities, identifying and analyzing community needs, and developing and coordinating

water-related grant programs. Organizations or consultants that submit proposals must have the necessary resources to handle a project of this magnitude.

The SOQ package should be to-the-point with submitted material focusing the organization and/or consulting firm's experience, capability, availability, and commitment to the proposed project. Each SOQ shall include the following information:

<u>Item</u>	<u>Suggested Page Limit</u>
Cover Letter	1
Experience	4
Project Manager (PM)	3 per person
Key Project Staff	2 per person
Additional Information	3

Cover Letter

Submit a cover letter introducing the organization and/or consulting firm, indicating the type of services provided, and briefly highlighting the qualifications of the likely project team envisioned to complete the work described in this RFP. The letter shall also indicate the general approach to performing the needed services, as well as the commitment to providing those services. Actual or potential sub-consultants shall also be identified and any other information pertinent to the organization or consultant qualifications may be indicated in the cover letter as well.

Experience

The organization or consultant's experience shall, at a minimum, include representative projects with a similar scope of work related to the work described in this RFP. Please provide the following information:

- Length of time in business;
- Names of principal(s) indicating their academic training, experience, and any professional registrations or certifications;
- Office address(es) from which services are expected to be provided, including available manpower, which general tasks, and percentage of work to be performed;
- Listing of a maximum of five (5) related projects in California within the last five (5) years; including the general scope, organization or consultant fee, completion date, along with the name, address, and phone number of a knowledgeable owner or client representative;
- Key issues, unique circumstances, or challenges for each project, and how they were resolved; and
- Specialty areas addressed and sub-consultant involvement.

Project Manager

The firm's Project Manager (PM) is defined to be the individual within the organization or consulting firm who is directly responsible for and engaged in leading the required services. The PM must be knowledgeable and experienced in the type of work described in this RFP. The SOQ shall include the following information demonstrating the PM's knowledge, experience, and availability:

- Name, title, years of experience with the organization or consulting firm, and years of experience with other firms;
- Education, degrees, and type of work specializations;
- Active professional registrations in which state(s) and in what discipline(s);
- Representative experience for no more than five (5) related projects of similar scope, size, and complexity. For each completed project, please include:
 - Job title and services for which the individual was directly responsible for and/or functions performed,
 - General project description, key issues, and completion date,
 - Organization with which the individual was employed during each project experience, and
 - Owner name, address, and phone number of knowledgeable owner or client's representative.

Key Project Staff (limit to 4 individuals)

Key personnel shall have experience relevant to the type of work described in this RFP. For each individual, please provide an SOQ that demonstrates the key project staff's knowledge, experience, and availability:

- Name, title, years of experience with the organization or consulting firm, and years of experience with other organizations;
- Specific project responsibilities and tasks or functions to be performed;
- Education, degrees, and type of work specializations;
- Active professional registrations in which state(s) and in what discipline(s);
- Representative experience for no more than three (3) completed projects of similar scope, size, and complexity. For each completed project, please include:
 - Job title and consultant services for which the individual was directly responsible for and/or functions performed;
 - General project description, key issues, and completion date;
 - Organization with which the individual was employed during each project experience; and
 - Owner name, address, and phone number of knowledgeable owner or client's representative.

Additional Information

This section may be used to provide any additional information regarding the organization and/or consulting firm's qualifications or experience that should be considered, including information about sub-consultants that will be involved with implementing the work described in this RFP.

Evaluation Process and Schedule
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The SJFA RWMGs, in consultation with the SJFA Advisory Committee, will evaluate applicants' proposals and make a consensus determination. The criteria for the evaluation of the Proposal is included as Attachment 1. If necessary, RWMGs may request an interview

with the applicant at a location that would be mutually agreeable. Interviews (if necessary) are currently scheduled to be held on Wednesday, September 27, 2017. The SJFA RWMGs desire to have an applicant selected by Friday, September 29, 2017.

SJRFA August 25 Request for Proposals

ATTACHMENT 1

Criteria for Evaluation of Proposal

#	Proposal Evaluation	Score	Weight	Weighted Score
I.	Demonstrates a plan for, as well as the experience, ability, and resources for coordination & facilitation of IRWM Groups, DACs, water agencies, local government, tribes, community groups, and other agencies/organizations. <i>Basis: Task 1 of Key Tasks and SOQ</i>	0 - 5	4	0 - 20
II.	Demonstrates a plan for, as well as experience preparing and submitting successful (funded) applications or proposals for grant funding to the State of California. <i>Basis: Task 2 of Key Tasks and SOQ</i>	0 - 5	2	0 - 10
III.	Demonstrates a plan for, as well as the experience and capability to conduct surveys, perform outreach, and gather information from multiple sources and present information concisely in a report format. <i>Basis: Tasks 3 and 4 of Key Tasks and SOQ</i>	0 - 5	3	0 - 15
IV.	Demonstrates a plan for, as well as experience administering grant agreements related to water planning or implementation activities. <i>Basis: Tasks 4 and 5 of Key Tasks and SOQ</i>	0 - 5	3	0 - 15
V.	Provides realistic project scheduling and cost projections/estimates, and demonstrates ability to proactively manage the proposed activities to ensure successful completion on time and budget. <i>Basis: Schedule, Budget, and SOQ</i>	0 - 5	4	0 - 20
VI.	Demonstrates experience with client/clientele relationships and ability to establish and maintain working relationships with DACs and stakeholders. <i>Basis: SOQ, References</i>	0 - 5	2	0 - 10
VII.	Possesses a team of experts with multidisciplinary backgrounds including, but not limited to, civil engineering, hydrogeology, natural resource planning, community outreach, and public relations. <i>Basis: SOQ</i>	0 - 5	1	0 - 5
VIII.	References <i>Basis: References</i>	0 - 5	1	0 - 5
		Maximum Score		100
Scoring Criteria Definitions:				
5 A score of 5 points will be awarded where the criterion is fully addressed and supported by the content of the proposal.				
4 A score of 4 points will be awarded where the criterion is addressed but not fully supported by the content of the proposal.				
3 A score of 3 points will be awarded where the criterion is less than fully addressed and description in the proposal is incomplete or insufficient.				
2 A score of 2 points will be awarded where the criterion is marginally addressed and description in the proposal is incomplete and insufficient.				
1 A score of 1 point will be awarded where the criterion is minimally addressed and not described in the proposal.				
0 A score of 0 points will be awarded where the criterion is not addressed.				

San Joaquin Funding Area
Integrated Regional Water Management
Prop 1 Disadvantaged Community Involvement Program
DRAFT
Memorandum of Understanding¹

The Regional Water Management Groups (RWMGs) that compose the San Joaquin Funding Area (SJFA) are collaborating with disadvantaged communities, non-governmental organizations, and the California Department of Water Resources to prepare a Proposition 1 grant application to fund development and implementation of a Disadvantaged Community Involvement Program (DACIP). The RWMGs are working to establish a Stakeholder Advisory Committee (SAC) to inform and guide the DACIP. To that end, the SJFA RWMGs and stakeholders intend to fully develop a Memorandum of Understanding based upon the following conceptual goals and objectives.

Purpose of the SAC:

The purpose of the SJFA Stakeholder Advisory Committee (SAC) is to work collaboratively to inform and guide the development, implementation, and management of grant funding from the California Department of Water Resources (DWR) for the Disadvantaged Community Involvement Program (DACIP), authorized by the Water Quality, Supply, and Infrastructure Improvement Act (Prop 1). Statewide, the DACIP is designed to 1) ensure, among other things, the involvement of disadvantaged communities, economically distressed areas (EDAs), and underrepresented communities (URCs), collectively referred to as, “DACs,” in Integrate Regional Water Management (IRWM) planning efforts, 2) increase understanding and, where necessary, identify the water management needs of DAC’s in the SJFA on a RWMG basis and 3) develop strategies and solutions that appropriately address the identified DAC water management needs. The SAC will aim to improve DACs involvement to ensure that Prop 1 funding results in material improvement for DACs in planning and project preparedness to increase the potential for DACs to benefit from future grant opportunities through IRWM and other programs that result in real system improvements for water users.

¹ Legal disclaimer: This Memorandum of Understanding is in draft form and will evolve to reflect a spirit of collaboration and guide the intentions of the SJFA RWMGs and other adherents toward development, implementation, and management of the SJFA DACIP. This draft Charter does not impose any legal requirements, commitments, or obligations upon it adherents. Cooperation under this Memorandum of Understanding is voluntary and very much appreciated.

Goals of the SAC:

- Work collaboratively with the 8 RWMGs in the SJFA to secure grant funding from DWR for the DACIP by working in good faith to achieve consensus on the selection of one or more consultants that will prepare a Prop 1 DACIP grant proposal to submit to DWR;
- Coordinate with the grant applicant and consultant(s) to inform and guide the development, implementation, and management of grant funded activities;
- Ensure the grant funds are appropriately used within the funding area in an equitable and balanced manner; and
- Ensure appropriate implementation of statewide DAC involvement Program funding guidelines and compliance with related criteria.

Objectives of the SAC:

- Increase understanding within the SJFA of the water challenges faced by DACs in their respective regions and the DACs preferred long-term solution(s) to those challenges;
- Conduct necessary outreach, education, engagement, and capacity-building activities to increase DAC understanding of the IRWM planning process and its importance and meaningful participation in the IRWM planning process;
- Support project development to ensure DAC projects are more competitive for planning and/or construction funding; and
- Promote the long-term and sustainable engagement of DACs in the IRWM process.

Next Steps: Stakeholders within the SJFA will work with the Regional Water Management Groups to develop and implement the roles and responsibilities of the Stakeholder Advisory Committee. It is the intention of the SJFA for the SAC to provide oversight and coordination among the Applicant, Regional Water Management Groups, DWR, and DACs to promote and address the water management needs of DACs through a collaborative approach.