

Western Regional Water Commission

STAFF REPORT

DATE: May 15, 2020

TO: Chair and Members, Western Regional Water Commission (“WRWC”)

FROM: Jim Smitherman, Water Resources Program Manager

SUBJECT: Discussion and possible approval of a recommendation by the Northern Nevada Water Planning Commission (“NNWPC”) for a scope of work and funding, in an amount not to exceed \$40,000 from the Regional Water Management Fund (“RWMF”), for Carollo Engineers (“Carollo”) to manage and facilitate an Independent Expert Panel (“IEP”) to provide technical assistance, including review and advice concerning certain demonstration projects as part of the Northern Nevada Category A+ Reclaimed Water Feasibility Study (“OneWater Nevada”); and, if approved, authorize the Chair to execute a contract with Carollo for that purpose.

SUMMARY

Since 2015, the Regional Effluent Management Team (the “Team”) has been working with an independent panel of reclaimed water experts to obtain review, advice and guidance concerning the OneWater Nevada effort. The most recent contract to retain the IEP, between Washoe County and Carollo, expired at the end of September 2019. The Team recognizes the need for the IEP’s services to continue, and therefore recommended to the NNWPC the approval of funding, in an amount not to exceed \$40,000 from the RWMF, to support additional IEP services for Fiscal Years (“FY”) 2019 – 2020 and 2020 – 2021. As Carollo performed well in facilitating the IEP, the Team proposed that Carollo continue in that role. Tasks in the attached scope of work are summarized below:

- Carollo will act as IEP facilitator
- IEP will review and comment on the Engineering Report and Sampling Plan for submittal to the Nevada Division of Environmental Protection (“NDEP”)
- IEP will review and comment on general project methodology and rationale
- IEP, or individual members as needed, will be available for conference calls with Team members
- If needed, Carollo will coordinate the IEP for one meeting in the Reno area to include the IEP, the Team, NDEP, and Washoe County Health District representatives.

FISCAL IMPACT

If approved, the net fiscal impact to the RWMF will not exceed \$40,000. Both the FY 2019-2020 and the FY 2020-2021 budgets recommended by the NNWPC, and approved by the WRWC, include adequate budget in the professional services section to cover the \$40,000 expenses proposed for this project. Budget authority is located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310200.

RECOMMENDATION

The NNWPC recommends that the WRWC approve the proposal for the IEP to provide continuing technical assistance, including review and advice concerning demonstration projects as part of OneWater Nevada, and authorize the Chair to execute a contract with Carollo Engineers, in an amount not to exceed \$40,000 from the RWMF, for that purpose.

POSSIBLE MOTION

“Move to approve the proposal for the Independent Expert Panel to provide continuing technical assistance as part of OneWater Nevada and authorize the Chair to execute a contract with Carollo Engineers in an amount not to exceed \$40,000 from the RWMF, for that purpose.

JS:jp

Attachment

Draft Scope of Work

**Western Regional Water Commission
Northern Nevada Water Planning Commission**

**Northern Nevada Category A+ Reclaimed Water Feasibility Study (“OneWater Nevada”)
Demonstration Projects**

Independent Expert Panel Review

April 8, 2020

GENERAL

This Scope of Work describes services to be provided by Carollo Engineers for the Western Regional Water Commission (“WRWC”). The purpose of this Project is to manage and administer an Independent Expert Panel (IEP) and the IEP’s review of aspects of the OneWater Nevada demonstration projects and participate in a workshop with the OneWater Nevada Project Team (“the “Team”) consisting of representatives of the project sponsors.

TASK 1 – PANEL FACILITATION

Under this Task, Carollo will facilitate and coordinate the panel members, and will coordinate with the WRWC Contract Administrator and a designated person from the Team on the IEP Review (see Task 2) and review schedule, and generally with the Team on the Project as needed.

The proposed IEP members are provided in the table below.

Name	Affiliation	Role
Jeff Mosher	Carollo Engineers, Inc.	IEP Facilitation
Robert H. Hultquist, P.E.	Retired, California Department of Public Health	Former regulator, water reuse criteria, drinking water
Andy Salvesson, PE	Carollo Engineers, Inc.	Water reuse; treatment technology evaluation; water quality; pilot and demonstration facilities; potable reuse regulations; and test plans.
Keel Robinson	Trussell Technologies, Inc.	Water reuse; treatment technology evaluation; pilot and demonstration facilities; and test plans.
Andy Campbell, P.G., CHG	Inland Empire Utilities Agency	Water reuse; groundwater recharge
Mark Millan	Data Instincts	Communications and outreach

TASK 2 – IEP REVIEW

Under this task, Carollo will manage and administer the review by the IEP. The task will consist of a general review of the OneWater Nevada projects to demonstrate use of Class A+ reclaimed water for groundwater recharge under direction from WRWC and the Team. In addition and under the same direction, the IEP will conduct a review and provide comments on the following materials and documents:

- Demonstration project initial data results,
- Demonstration project Monitoring and Sampling Plans,
- Demonstration project Quality Assurance (QA) Plan, and
- Demonstration project Draft Engineering Report.

The Team may contact, by conference call or other methods, one (or more) of the IEP members to consult on subjects specific to the individual member’s expertise. The overall goal of the IEP review is to assist the Team in framing and validating approaches for project implementation.

TASK 3 – IEP MEETING

Under this task, Carollo, in collaboration with the Team, will coordinate attendance and logistics for the IEP at a meeting to include the Team and regulators. The Team may provide pre-meeting materials in advance of the meeting for review by the IEP. Specifically, Carollo will conduct the following:

- Coordinating schedules to establish a meeting date,
- Work with WRWC to secure a location for the meeting,
- Develop the meeting invitees, meeting agenda, and agenda items,
- Arrange transportation, lodging at a hotel and meals as necessary for members of the IEP.

Carollo will coordinate and make payment arrangement for all IEP members’ travel and hotel needs, which expenses will be reimbursable through this agreement.

In addition to the IEP and the Team, other participants in the meeting would be representatives from the Nevada Department of Environmental Protection and the Washoe County Health District.

SCHEDULE

The anticipated schedule for this project is presented in the table below.

Item	Completion	Notes
IEP review of initial project data results	Within 2 weeks of receiving initial data results	Review information provided by the Contract Administrator or the Team designee
IEP review of constituent sampling and monitoring plan	Within 3 weeks of delivery of review document(s)	Review of the demonstration project sampling and monitoring plans and other materials provided

		by the Contract Administrator or the Team designee
IEP review of QA Plan	Within 2 weeks of receiving draft QA Plan	Review QA Plan provided by the Contract Administrator or the Team designee
Review Draft IEP Report	Within 3 weeks receiving draft report	Review draft IEP report provided by the Contract Administrator or the Team designee
IEP Meeting	Mid-May 2020	Plan and coordinate IEP meeting at the direction of the Contract Administrator or the Team designee

ESTIMATED COSTS AND BUDGET

The estimated costs associated with completion of the Scope of Work are not to exceed \$40,000.

The hourly rates for the Team members are as follows:

Name	Hourly Rate
Jeff Mosher	\$285
Robert H. Hultquist, P.E.	\$150
Andy Salveson, PE	\$285
Keel Robinson	\$270
Andy Campbell, P.G., CHG	\$175
Mark Millan	\$205