

TDS/NITROGEN MANAGEMENT PLAN FOR THE SANTA ANA RIVER BASIN

REQUEST FOR PROPOSAL FOR CONSULTING SERVICES TO ASSIST BASIN MONITORING PROGRAM TASK FORCE IMPLEMENT 2021-2022 PLANNING PRIORITIES

1. INTRODUCTION

The Santa Ana Watershed Project Authority (SAWPA) requests proposals from qualified consultants to assist the Basin Monitoring Program Task Force implement planning priorities for Fiscal Year 2021-2022. The planning priorities are necessary to ensure compliance with the State Water Resources Control Board's (State Water Board) Water Quality Control Policy for Recycled Water (effective April 8, 2019) (2019 Recycled Water Policy), and anticipated revisions to the Water Quality Control Plan for the Santa Ana Region. Other planning priorities have been identified by the Basin Monitoring Program Task Force.

The work will be performed under the supervision of the Basin Monitoring Program Task Force (Task Force) which was formed to implement monitoring and other requirements of the TDS/Nitrogen Management Plan that is in Chapter 5 of the Basin Plan. The Task Force is comprised of representatives from a number of key watershed stakeholders, including staff from the Santa Ana Regional Water Quality Control Board (Santa Ana Water Board). SAWPA will serve as administrator of the project. Proposals are due to SAWPA by **XXXXXXX**.

2. BACKGROUND

The Santa Ana River watershed is located in southern California and is approximately 2,800 square miles in size. The tributaries of the Santa Ana River begin in the San Bernardino, San Gabriel, San Jacinto, and Santa Ana Mountains. The tributaries merge with the Santa Ana River which flows to the Pacific Ocean. The watershed includes portions of San Bernardino County, Riverside County, Orange County, and a small portion of Los Angeles County.

On May 7, 2021 (or June 11, 2021), the Santa Ana Water Board will consider amendments to Chapter 5 "Implementation" of the Basin Plan to update the

TDS/Nitrogen Management Plan for the Santa Ana River Basin. As part of the Basin Plan Amendments, affected parties are being required to update surface and groundwater monitoring program requirements by June 1, 2022. Specifically, the proposed Basin Plan Amendments contain the following requirements:

- **Surface Water Monitoring Program Requirements for TDS and Nitrogen**

No later than **June 1, 2022**, Orange County Water District, Inland Empire Utilities Agency, Chino Basin Watermaster, City of Riverside, City of Corona, Elsinore Valley Municipal Water District, Eastern Municipal Water District, Colton/San Bernardino Regional Tertiary Treatment & Wastewater Reclamation Authority, Jurupa Community Services District, Western Riverside County Regional Wastewater Authority, Temescal Valley Water District, Yucaipa Valley Water District, City of Beaumont, City of Banning, Beaumont Cherry Valley Water District, San Geronio Pass Water Agency, and the City of Rialto shall submit to the Regional Board for approval, an updated surface water TDS and nitrogen monitoring program that will provide an evaluation of compliance with the TDS and nitrogen objectives for Reaches 2, 3, 4 and 5 of the Santa Ana River.

In lieu of this coordinated monitoring plan, one or more of the parties identified in the preceding paragraph may submit an individual or group monitoring plan. Any such individual or group monitoring plan shall also be submitted no later than June 1, 2022.

- **Groundwater Monitoring Program for TDS and Nitrogen**

No later than **June 1, 2022**, Orange County Water District, Irvine Ranch Water District, Inland Empire Utilities Agency, Chino Basin Watermaster, City of Riverside, City of Corona, Elsinore Valley Municipal Water District, Eastern Municipal Water District, City of Colton, City of San Bernardino Municipal Water Department, City of Redlands, Jurupa Community Services District, Western Riverside County Regional Wastewater Authority, Temescal Valley Water District, Yucaipa Valley Water District, City of Beaumont, San Geronio Pass Water Agency, City of Banning, Beaumont Cherry Valley Water District and the City of Rialto shall submit to the Regional Board for approval, an updated watershed-wide TDS and nitrogen monitoring program that will provide data necessary to implement the TDS/nitrogen management plan. Data to be collected and analyzed shall address, at a minimum: (1) determination of current ambient quality in groundwater management zones; (2) determination of compliance with TDS and nitrate-nitrogen objectives for the management zones; (3) evaluation of assimilative capacity findings for groundwater management zones; (4) assessment of the effects of recharge of surface water POTW discharges on the quality of affected groundwater management zones; and (5) any other additional requirements specified in the State Board's Recycled Water Policy (Resolution No. 2018-0057). The determination of current ambient quality shall be accomplished using methodology consistent with that employed by the Nitrogen/TDS Task Force (20-year running averages) to develop the TDS and nitrogen

water quality objectives included in this Basin Plan. [Ref. 1] The determination of current ambient groundwater quality throughout the watershed must be reported by **October 1, 2023** and, at a minimum, every three years thereafter unless the Regional Board revises this schedule consistent with the monitoring and reporting requirements set forth in the Recycled Water Policy.

In lieu of this coordinated monitoring plan, one or more of the parties identified in the preceding paragraph may submit an individual or group monitoring plan. Any such individual or group monitoring plan shall also be due no later than June 1, 2022. Details to be included in the proposed monitoring program shall include, but not be limited to, the following:

- monitoring program goals
- responsible agencies
- groundwater water sampling locations
- surface water sampling locations (if appropriate)
- water quality parameters
- sampling frequency
- quality assurance/quality control
- database management
- data analysis and reporting

Within 30 days of Regional Board approval of the proposed monitoring plan, the updated monitoring plan must be implemented.

The monitoring programs were last updated in 2005, after adoption of the 2004 Basin Plan Amendment (Resolution No. R8-2004-0001). Since then, the Task Force has prepared and submitted Annual Reports of Santa Ana River Water Quality for surface water, and six (6) Recomputations of Ambient Water Quality spanning 20 year time periods – starting with the period of 1984-2003 and ending most recently with the time period of 1999-2018.

In 2018, the State Water Board amended the Recycled Water Policy. The amendments became effective on April 8, 2019, after receiving approval from the Office of Administrative Law (OAL). The 2019 Recycled Water Policy requires the Santa Ana Water Board to evaluate the TDS/Nitrogen Management Program by April 8, 2024. As part of its evaluation, the Santa Ana Water Board must look at all of the following periodically:

- observed trends in water quality data as compared to trends predicted in the salt and nutrient management plan;
- the ability of the monitoring network to adequately characterize groundwater quality in the basin;
- potential new data gaps;
- groundwater quality impacts predicted in the salt and nutrient management plan based on the most recent trends and any relied-upon models, including an evaluation of the ability of the model to simulate groundwater quality;
- available assimilative capacity based on observed trends and most recent water quality data; and
- projects that are reasonably foreseeable at the time of the data assessment but may have not been when the salt and nutrient management was prepared or last updated.

The Santa Ana Water Board must also, in consultation with stakeholders (i.e., the Task Force) use the results of this assessment to update basin evaluations of available assimilative capacity, projected trends, and concentrations of salts and nutrients in groundwater. The Santa Ana Water Board must also determine if potential updates or revisions to the salt and nutrient management plan are warranted as a result of the data assessment or to make the plan consistent with the 2019 Recycled Water Policy.

As part of its evaluation of the existing TDS/Nitrogen Management Program, the Santa Ana Water Board will need to determine if the basin-wide monitoring program is consistent with the monitoring provisions in Section 6.2.4.1. of the 2019 Recycled Water Policy, which must in part include a monitoring plan that 1) is designed to effectively evaluate water quality in the basin, 2) may include water quality data from existing wells where wells are located and screened appropriate to determine water quality throughout the most critical areas of the basin, and 3) identify stakeholders responsible for conducting, compiling and reporting monitoring data, and ensure that the data is reported annually in a form that is compatible with the Groundwater Ambient Monitoring & Assessment (GAMA) information system.

The 2019 Recycled Water Policy is available at the following link:

https://www.waterboards.ca.gov/board_decisions/adopted_orders/resolutions/2018/121118_7_final_amendment_oal.pdf

On February 9, 2021, the Task Force's Scoping Committee hosted a Technical Consultant Workshop. The purpose of the Technical Consultant Workshop was to query consultants that have significant experience in the Santa Ana River Basin about potential approaches for updating the monitoring programs, complying with the 2019 Recycled Water Policy, and conducting a TDS exceedances study for below Prado Dam. This RFP has been prepared after considering the tremendous input provided by the Technical Consultants. Notes from the Technical Consultant Workshop are available at the following link:

3. OBJECTIVE

The primary objectives of this project are to prepare updated TDS and Nitrogen monitoring plans for surface and groundwater that are consistent with the pending Basin Plan Amendments and the 2019 Recycled Water Policy. The monitoring plan updates are due by June 1, 2022. Further, the Task Force seeks consultation services to conduct a study to identify and quantify the cause(s) of TDS exceedances during baseflow conditions at below Prado Dam.

Consultants responding to this RFP may respond by submitting proposals for performing work related to all of the tasks identified below, or for certain tasks as identified by the responding consultant.

4. REQUESTS FOR PROPOSALS TO UNDERTAKE THE FOLLOWING TASKS

Task 1 – Update Surface Water Monitoring Plan for TDS and Nitrogen for Reaches 2, 3, 4 and 5 of the Santa Ana River

- The Consultant shall describe the process and approach that the Consultant will employ for updating the Surface Water Monitoring plan, which shall include identified tasks and a time schedule for implementation. When describing the process and approach, the Consultant should generally

identify any options that the Consultant would evaluate for presentation to the Task Force for consideration.

- As part of its approach and time schedule, the Consultant shall identify critical points of decision and key draft deliverables for Task Force review.
- Consultant shall prepare a draft surface water monitoring plan that describes the proposed surface water monitoring program for evaluating TDS and Nitrogen surface water quality in Reaches 2, 3, 4, and 5 of the Santa Ana River. The draft surface water monitoring plan will be submitted to the Task Force for review and comment. The draft plan will be presented at a regular Task Force meeting. Task Force members will provide comments and suggested revisions to SAWPA within an agreed on time period that shall be no shorter than **14 days**. The Consultant will address the comments and suggested revisions in a final proposed surface water monitoring plan. The final proposed surface monitoring plan shall be delivered to SAWPA in hard copy format and as an electronic file no later than May 23, 2022, so that SAWPA can formally submit the deliverable to the Santa Ana Water Board no later than June 1, 2022.

Task 2 – Update Groundwater Monitoring Plan for TDS and Nitrogen to be Compliant with proposed Basin Plan Amendments and 2019 Recycled Water Policy, and Update Approach for Recomputation of Ambient Water Quality

- The Consultant shall describe the process and approach that the Consultant will employ for updating the Groundwater Monitoring Plan, which shall include identified tasks and a time schedule for implementation. When describing the process and approach, the Consultant should generally identify options that the Consultant would evaluate for presentation to the Task Force for consideration. Such options may include, but are not limited to, the following:
 - Continued collection of all available well data for all groundwater management zones;
 - Prioritizing groundwater management zones for collection of available well data;
 - Developing a defined workplan for collection of data; and,
 - Identification of wells for monitoring that are in critical areas.
- The Consultant shall include a task for evaluating options for updating the Groundwater Monitoring Plan. When evaluating the options for

presentation to the Task Force, the Consultant shall consider the pros and cons of each option, including consideration of costs for implementation, compatibility with optional approaches for Recomputation of Ambient Water Quality, compliance with 2019 Recycled Water Policy, compatibility with water quality models used by stakeholders throughout the basin, public accessibility of data, and ability to assess compliance with applicable water quality objectives.

- The Consultant shall describe the process and approach that the Consultant will undertake to ensure that the updated Groundwater Monitoring Plan complies with the 2019 Recycled Water Policy and proposed Basin Plan Amendments, which shall include identified tasks and a time schedule for implementation.
- The Consultant shall describe, in general, potential options that the Consultant would evaluate for preparing an updated approach for Recomputation of Ambient Water Quality.
- As part of its approach and time schedule, the Consultant shall identify critical points of decision and key draft deliverables for Task Force review.
- Consultant shall prepare a draft groundwater monitoring plan that describes the proposed groundwater monitoring program that complies with the 2019 Recycled Water Policy and proposed Basin Plan Amendments, and supports the collection of data necessary for the Recomputation of Ambient Water Quality approach. As part of the groundwater quality monitoring plan, or as a separate document, Consultant shall also prepare an approach for the Recomputation of Ambient Water Quality. The draft groundwater monitoring plan approach for the Recomputation of Ambient Water Quality will be submitted to the Task Force for review and comment. The draft document(s) will be presented at a regular Task Force meeting. Task Force members will provide comments and suggested revisions to SAWPA within an agreed on time period that shall be no shorter than **21 days**. The Consultant will address the comments and suggested revisions in a final proposed surface water monitoring plan. The final proposed surface monitoring plan shall be delivered to SAWPA in hard copy format and as an electronic file no later than May 23, 2022, so that SAWPA can formally submit the deliverable to the Santa Ana Water Board no later than June 1, 2022.

Task 3 – Conduct a Study to Identify and Quantify the Cause(s) of TDS Exceedances during Baseflow conditions at below Prado Dam

- The Consultant shall describe the process and approach that the Consultant will employ for identifying and quantifying the cause(s) of TDS Exceedances during baseflow conditions at below Prado Dam, which shall include identified tasks and a time schedule for implementation. When describing the process and approach, the Consultant should generally identify any options that the Consultant would evaluate for presentation to the Task Force for consideration.
- As part of its approach and time schedule, the Consultant shall identify critical points of decision and key draft deliverables for Task Force review.
- Timing for this study??

5. ADDITIONAL REQUIREMENTS FOR ALL THREE TASKS

Task Force Meetings

The Consultant will prepare for and attend **twelve (12) meetings** with the Task Force to provide periodic progress updates and to present results. The Task Force meetings will be held at either virtually or at SAWPA headquarters, and SAWPA staff will perform meeting organization and facilitation, secretarial, clerical, and administrative services (*e.g.*, prepare meeting minutes, prepare agenda, provide refreshments, *etc.*). The Consultant will prepare for and present the work results at one SAWPA Commission meeting and one Santa Ana Regional Water Quality Control Board meeting at a mutually acceptable time and date to SAWPA staff and the Regional Board staff within six months after the final deliverable.

Final Deliverables

An electronic copy of final deliverables need to be delivered to SAWPA by **XXXXXX**.

A compact disc (CD) will accompany the final deliverables. This CD will contain a PDF of the final technical memorandum; an MS Access database of all well, water-quality, and water-level data used in the development of the deliverables; GIS shapefiles created and used specifically for the development of the deliverables; PDFs of the water-quality contour maps, if any; and PDFs of the water-quality and

water-level time series charts for any well evaluated in conjunction with development of the deliverables.

Upon request, all native electronic files associated with this work will be made available to SAWPA upon completion of the work in accordance with the Appendix X Electronic Deliverables. (See attached)

Schedule

The project will start on XXXXXX and work will continue until the delivery date of the Final Technical Memorandum by no later than XXXXX. The schedule assumes that the review of draft documents will occur in a timely manner (*i.e.*, 14 and 21 days, as applicable, after a draft is submitted).

1. PROPOSAL REQUIREMENTS

Responses to this RFP must be made according to the requirements set forth in this section for content and sequence. Failure to adhere to these requirements or to include conditions, limitations, or misrepresentations may be cause for rejection of the proposal. Any correction and resubmission by the proposer will not extend the time for evaluation of the proposal. Responses to this RFP shall be prepared as concise as possible. The proposal shall be 25 pages or less in length, not including resumes and project descriptions that may be included in an appendix. Submittal of boilerplate marketing materials is discouraged.

All proposals must include the following information:

1. Cover letter, including name, telephone number, fax number and address of the firm.
2. Background information about the proposer, including technical qualifications, size of firm and licenses. Description of the proposer's business (*i.e.*, individual, partnership, joint venture, *etc.*), and background information of subcontractors to be used. The Consultant may be a single firm or a joint venture and must show evidence of technical capability and experience in the key areas identified in the Scope of Work. The

experience presented should be for a period covering the last five (5) years. The Consultant shall also be familiar with the regulatory constraints, which will govern this project.

3. Description of the proposer's experience. A list of similar services and project descriptions undertaken by the proposer (preferably with proposed project personnel), with beginning and ending dates, name, address, phone number, fax number, and e-mail address of a contact person for each reference.
4. Organization chart showing proposed management and project team.
5. Complete list of key personnel, including subcontractors that will be dedicated to this project and include commitment to continue using those people to the end of the project unless the Task Force provides written authorization to change one or more of these key personnel.
6. The names and qualifications of staff who will participate in the project
7. A detailed description of the project approach. The project approach should describe the tools and methods that the Consultant will use to execute the work. The project approach need not repeat the Scope of Work, but should address each task, sub-task, and deliverable as well as optional tasks.
8. The fee proposal shall include a breakdown of labor hours by employee billing classification, and an expense reimbursement schedule that includes the cost of non-labor and sub-consultant services. The fee proposal shall be broken down by task and sub-task. All columns and rows shall have totals.
9. Hourly billing rates for personnel to be assigned to the project.
10. Project schedule.
11. Miscellaneous/Exceptions. Respondents shall thoroughly review the contents of this RFP and shall submit all supplemental information

required in this section of miscellaneous information. A draft contract agreement is enclosed within this RFP (Appendix A) that the consultant/firm will be required to sign. The respondent must identify any exceptions to that draft agreement as an element of the proposal submitted for review and consideration.

2. PROPOSED SCHEDULE

RFP Published
Proposals Due
Review/Interviews
Scoping Committee Recommendation
Task Force Approval
SAWPA Bd. Approval
Commence Work
Draft Report Deliverables
Response to Comments Summary
Final Report
SAWPA and Regional Board Presentations

3. SUBMITTALS

Please submit six (6) hard copies of the proposal and one electronic copy (PDF file delivered via email) to Mark Norton, Water Resources & Planning Manager, at:

Santa Ana Watershed Project Authority
11615 Sterling Avenue
Riverside, CA 92503
mnorton@sawpa.org

All proposals must be received by 5:00 p.m. on XXXXX. Proposals received after the stated time will be returned unopened and will not be considered. Thereafter, a review panel, composed of members of the Task Force and SAWPA staff, will conduct question and answer interviews. If additional information is needed, contact Mark Norton at (951) 354-4221 or mnorton@sawpa.org.

4. EVALUATION CRITERIA

Evaluation of qualifications will be conducted on the following (in order of importance):

- The firm's organization, history, reputation, location and capability to perform all aspects of the work.
- Value added experience and tools with suggestions for the improvements to the tools.
- The firm's ability to provide innovative, creative, cost reducing alternatives to meet the project needs.
- Qualifications and experience of the personnel and project team to be assigned to the project including appropriate professional registrations.
- Ability to commence work immediately after execution of the contract and complete the required work within the desired schedule and allotted budget.
- Thoroughness of the Consultant's scope of the proposed work and realistic plan for completion of the project.
- Proposed staffing work effort.
- Exceptions to the request for proposals taken by the Consultant.
- Appropriateness of proposed fee and fee structure.

SAWPA and the Task Force reserve the sole right to evaluate and select the successful proposal. The selection process is anticipated to include an evaluation of the proposal and an interview.

5. SAWPA DELIVERABLES

Shown below are links to past ambient water quality update reports:

https://www.dropbox.com/s/whku7uf7xn3nwh2/Final%20AWQ%201996-2015_wApp.pdf?dl=0

http://www.sawpa.org/wp-content/uploads/2012/05/2012_AWQ_Final_Tech_Memo.pdf

http://www.sawpa.org/wp-content/uploads/2012/05/2009_AWQ_Final_Tech_Memo.pdf

http://www.sawpa.org/wp-content/uploads/2012/05/2006_AWQ_Final_Tech_Memo.pdf

http://www.sawpa.org/wp-content/uploads/2012/05/2005_AWQ-Final-Tech-Memo-Nov-2005.pdf

SAWPA will provide the selected consultant upon execution of agreement with a CD containing an MS Access database of all well, water-quality, and water-level data used in the last ambient water quality update recomputation; GIS shapefiles created and used specifically for the recomputation including the water-quality contour maps; and Excel spreadsheets of the water-quality and water-level time series charts of each well used in the previous ambient water quality recomputation.

6. GENERAL REQUIREMENTS

10.1 All proposers are hereby advised that this RFP is an informal solicitation and is not a commitment or offer to enter into an agreement or engage into any competitive bidding or negotiation pursuant to any statute, ordinance, rule, or regulation. SAWPA reserves the right to negotiate with any qualified source. SAWPA reserves the right to reject any or all proposals for any reason or for no reason at all.

- 10.2 SAWPA reserves the right to request further information from the proposer either in writing or orally. Such request will be addressed to that person or persons authorized by the proposer to represent the proposer.
- 10.3 SAWPA reserves the sole right to judge the proposers' representations, either written or oral.
- 10.4 Proposers understand and agree that submission of a proposal constitutes acknowledgement and acceptance of, and a willingness to comply with, all of the terms, conditions, and criteria contained in this RFP.
- 10.5 False, incomplete, or unresponsive statements in connection with a proposal may be sufficient cause for the rejection of the proposal. The valuation and determination of the fulfillment of the above requirement will be SAWPA's responsibility and its decision shall be final.
- 10.6 SAWPA reserves the right to interpret or change any provisions of this RFP at any time prior to the proposal submission date. Such interpretations or changes will be in the form of addenda to this RFP. Such addenda will become part of this RFP and may become part of any resultant contract. Such addenda will be made available to each person or organization that has received an RFP. Should such addenda require additional information not previously requested, a proposer's failure to address the requirements of such addenda might result in the proposal not being considered.
- 10.7 All proposals submitted in response to this RFP will become the exclusive property of SAWPA. At such time as SAWPA's recommendation to the SAWPA Board relative to proposal selection appears on the Board Agenda, all such proposals become a matter of public record, and shall be regarded as public records, with the exception of those parts of each proposal which are defined by the proposer as business or trade secrets, and so marked, as "confidential" or "proprietary." SAWPA shall not in any way be liable or responsible for the disclosure of any such proposals or any part thereof if disclosure of any such proposals or any part thereof if disclosure is required under the Public Records Act.
- 10.8 SAWPA shall not in any way be liable for any costs incurred in connection with the preparation of any proposal submitted in response to this RFP.

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