

## ATTACHMENT 3

### Scope of Work

## Paseo Santa Fe Green Street

### Scope of Work

#### *Task 1: Project Administration and Quality Plans*

The City of Vista (City) will be responsible for implementing all elements of the Paseo Green Street Program, and will provide project management, administration, and quality plans. This includes preparation of staff reports to the City Council, consultant management, issuance of purchase orders, review of invoices and progress payments and project close-out documentation.

- The City will coordinate with the property owners along the project reach for project easements and access during design and construction.
- The City will coordinate with the interested stakeholders and regulatory authorities.

Project assessment, monitoring and quality assurance plans will be submitted to the State Grant Manager for review and approval:

A Project Assessment and Evaluation Plan (PAEP) will be prepared that identifies performance measures and indicators that will track project progress and link progress with the desired outcomes.

A Quality Assurance Project Plan (QAPP) will be prepared in accordance with State Guidelines. The QAPP will be compliant with the Surface Water Ambient Monitoring Program.

A detailed Monitoring Plan will be prepared and submitted that: identifies nonpoint sources of pollution that will be reduced and prevented by the Project; the baseline water quality; the manner in which the Project will be effective in preventing and reducing pollution and in demonstrating the desired results; and the methodology, frequency and duration of the monitoring.

#### *Task 1 Deliverables:*

- State Approved PAEP
- State Approved QAPP
- State Approved Monitoring Plan

#### *Task 2: LID Design*

Concept designs for both Phase I (Paseo Santa Fe Green Street Project) and Phase II will be completed prior to the grant award.

Final design for the project will be completed and will include removal of existing parking surface and adjacent materials for installation of porous pavement, permeable pavers, extensive landscaping/bioretention, and median infiltration, all contributing to a more pervious overall footprint and the corresponding reduction in runoff and pollutant loads.

Construction design documents will be completed, including the following:

- Final Water Quality Technical Report
- Final Geotechnical Investigation

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- Final Plans, Specifications and Engineering
- Final Porous Pavement Designs
- Final BMP Design
- Final Landscaping Plan

#### ***Task 2 Deliverables:***

- Plans and specifications will be submitted to State Grant Manager per the Grant Agreement.

### ***Task 3: Project Construction/ Implementation***

#### **3.1 LID Porous Pavement and Bioretention Construction**

The City will contract with a qualified firm to construct the project. Contractor selection will occur through the City's approved process that includes solicitation through an open process and selection based on qualifications per California Government Code 4526.

The City will obtain the required grading and other local permits and authorizations (i.e. – General Plan conformity).

The Contractor will construct LID components in accordance with project construction documents, plans and specifications.

#### ***Task 3.1 Deliverables:***

- Bid package and executed Contractor agreements
- Copy of all local permits required
- Inspection reports and photo documentation of progress

### ***Task 4: Outreach & Source Control Program***

#### **4.1 Outreach Program**

The following tasks will be completed under this project:

**Implementation of Signage** - A series of interpretive signs will be installed along the Paseo Green Street Project Area. The signs will be made of a high pressure laminate to allow high resolution graphics, full quality color, cut-out and casting potential, and high durability for a reasonably low cost.

#### **Project Marketing**

The City will partner with other stakeholders such as local environmental organizations, to develop an effective marketing program. Marketing outreach will be conducted to local businesses, schools and residences. Marketing materials will include brochures on pollution and runoff reduction. These may be linked with materials for other City programs in order to maximize the outreach effort and message.

#### ***Task 4.1 Deliverables:***

- Final Signage Design and Plan

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Outreach Marketing Materials

#### **4.2 Source Control - Smart Irrigation Controllers**

The City will install advanced, smart irrigation controllers along medians, traffic circles and common spaces within the Project Area. These advanced systems rely upon real time measurement of soil moisture levels to reduce irrigation and runoff.

***Task 4.2 Deliverables:***

- Installation plans
- Photo documentation of installation

#### ***Task 5: Project Assessment & Reporting***

Effectiveness Monitoring will be conducted for each of the following projects in the Program:

##### **LID Implementation Porous Pavement and Bioretention**

- Baseline data will be collected prior to construction to assess the pollutant concentrations and flows associated with runoff during a storm event. Baseline dry weather flows and pollutant concentrations will also be assessed by sampling downstream in the MS4. Constituents to be monitored include TSS, metals, nutrients and bacteria.
- After construction has been completed, flow and the same suite of pollutants will be monitored during three storm events and during two dry weather events.
- The data will be analyzed to determine the effectiveness in reducing flows and associated pollutants.
- Photo documentation and visual observations used to assess improvements in the drainage will also be provided and assessed.
- All monitoring and analyses will be conducted according to the approved QAPP and monitoring plan and compared to the PAEP for effectiveness.

##### **Education Outreach**

- Compile list of targeted businesses within project area and track their participation in outreach efforts and source management program
- Conduct series of inspections that record the type, frequency of occurrence and potential level of pollutant loading of pollutant generating activities before implementation and at designated milestones during the project.
- Conduct surveys of targeted businesses that can be tabulated to determine level of understanding of the impact of activities on water quality before and at milestones in the project.

**Smart Irrigation Controller Installation and Irrigation Runoff Reduction:** The effectiveness of the runoff reduction program will be assessed through the following:

- The City will conduct flow assessments at key points in the MS4 that drain the site and discharge to Buena Vista Creek.

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- The City will work with Vista Irrigation District to assess metered data to determine water usage from commercial areas and common areas where irrigation equipment has been installed. The data will be analyzed as part of the Draft and Final Reports for the Program to determine the project's effectiveness.
- The City will conduct flow assessments and monitoring activities in accordance with the QAPP and approved monitoring plan.

#### **Reporting**

Progress reports will be submitted to the State Grant Manager in accordance with the terms of the grant agreement. The progress reports will describe activities undertaken and accomplishments of each task during the quarter, milestones achieved, and any problems encountered in the performance of the work under the grant agreement. The description of activities and accomplishments for each task shall be in sufficient enough detail to provide a basis for payment of invoices and shall be translated into percent of task work completed for the purpose of calculating invoice amounts.

At the completion of the project a final report will be submitted to the State Grant Manager for review and approval. The report will include the following components:

- An introduction section including a summary of the conditions the project is meant to alleviate, the project's objective, the scope of the project and a brief description of the approach and techniques used during the project.
- A list of Task products previously submitted as outlined in the Project Timeline.
- Any additional information that is deemed appropriate by the State Grant Manager and/or Contractor Project Representative.
- An indication of whether the goals of the project have been met.
- Information collected in accordance with the project Monitoring and Reporting Plan, including a determination of the effectiveness of the project in preventing or reducing pollution and the results of the monitoring program.

#### ***Task 5 Deliverables:***

Progress, draft and final project reports