

Cosumnes Groundwater Authority

Meeting of the Board of Directors

Agenda

When: 9:00 am, Monday, May 23, 2022
Where: Galt Police Department Community Room
455 Industrial Drive
Galt, CA 95632

Via Zoom: <https://us02web.zoom.us/j/87968799286>
Meeting ID: 879 6879 9286
Call in Number: 1-669-900-9128

PUBLIC COMMENT – Any member of the public may address the Board concerning any matter on the agenda before or during its consideration of the matter. Public comment is limited to three (3) minutes per person. For good cause, the Board Chair may waive these limitations.

ACCESSIBILITY - If you have a disability and require a reasonable accommodation to fully participate in this event, please contact Austin Miller (CGA Secretary) before May 23, 2022 via email [info@CosumnesGroundwater.org] or telephone [916-526-5447] to discuss your accessibility needs.

Call to Order

1. Introductions
2. Determine if Quorum is Present

Public Comment on Non-Agenda Items

Comment will be received at this time for items not on the agenda, but within the jurisdiction of the agency. The Board will hear comment but may not take action on issues raised on non-agenda items. Limit of 3 minutes per speaker.

Action Items

3. Consent Items (5 minutes)
 - a. Agenda – May 23, 2022
 - b. Minutes – April 25, 2022
 - c. Consideration of Findings Related to Remote Meetings Pursuant to AB 361
 - d. Financial Report – May 2022
4. SAFCA Involvement in the Cosumnes Subbasin (20 minutes)
5. Projects Committee Update (20 minutes)
 - a. Request for Proposals: Project Scoping Technical Support
6. Citizen Advisory Committee (10 minutes)
 - a. Member Selection
7. Fiscal Year 2022-2023 Budget (15 minutes)
8. Long Term Funding (20 minutes)
 - a. Request for Proposals: Groundwater Fee Study Development
9. Governor's Executive Order N-7-22 Update (20 minutes)

Informational Items (20 minutes)

10. Cosumnes Subbasin Watershed Coordinator Report

11. DWR North Central Regional Office Update
12. Upcoming Agenda Items
13. Director Comments

Adjourn Meeting

Agenda Item #3b

Cosumnes Groundwater Authority Board of Directors Meeting

Meeting Minutes
April 25, 2022, 9:00am

Call to Order: 9:10 am

- 1) Introductions
- 2) Determine if Quorum is Present
 - a. Directors in Attendance: Rick Wohle, Mark Stretars, Don Notolli, Lindsey Liebig, Gary Thomas, Mike Selling, John Mulrooney

Action Items

- 3) Consent Items
 - a. Agenda – April 25, 2022
 - b. Minutes – March 21, 2022
 - c. Consideration of Findings Related to Remote Meetings Pursuant to AB 361
 - d. Financial Report – April 2022

Director Thomas moved to approve all consent items.
Director Mulrooney seconded the motion.
The motion passed with all in favor.
- 4) Projects Committee Composition Update
Directors reported that the following representatives were appointed to form the Projects Committee:
 - Rick Ferriera (Amador CGMA)
 - Gary Silva (Clay WD)
 - Mike Selling (City of Galt)
 - Pat Kirby (Galt ID)
 - Paul Hensleigh (Omochochumne-Hartnell WD)
 - TBD (Sacramento County)
 - Barbara Washburn (Sloughhouse RCD)
- 5) Citizen Advisory Committee, Member Selection
Director Thomas moved to select Neil Dubrovsky, Teresa Flewellyn, Dave Means, Tish Espinosa, Gary McEnerney, and Thomas Malson for the Citizen Advisory Committee.
Director Mulrooney seconded the motion.
The motion passed with all in favor.
- 6) Long Term Funding
The Board discussed long term budget considerations and gave direction to staff to prepare a Fiscal Year 2022-2023 Budget and an RFP to find a consultant to develop a long-term funding proposal.
- 7) Governor's Executive Order N-7-22 Overview
The Board discussed the Executive Order.

Agenda Item #3b

Information Items

- 8) 2021 Cosumnes GSP Annual Report Update
CGA Staff provided an update on the outstanding questions related to the Annual Report.
- 9) Cosumnes Subbasin Watershed Coordinator Report
The Cosumnes Subbasin Watershed Coordinator provided an update on a variety of projects throughout the Subbasin.
- 10) DWR North Central Regional Office Update
DWR Staff provided a monthly update on DWR activities.
- 11) Upcoming Agenda Items
No additional agenda items were identified.
- 12) Director Comments
No Director comments.

Adjourn Meeting

Chair Liebig adjourned the meeting by consensus at 11:13.

The next regular meeting of the Cosumnes Groundwater Authority will on May 23, 2022 at 9:00.

Cosumnes Groundwater Authority

Financial Report

May 2022

<u>Expenses</u>		
Description	Source	Amount
Staff Support (SRCD, April)	Sloughhouse RCD	\$ 6,400.00
Staff Support (SSCAWA, April)	SSCAWA	\$ 6,380.00
Monitoring Services (April)	MLJ Environmental	\$ 3,847.47
Total Monthly Expenses		\$ 16,627.47

<u>Revenue</u>		
Description	Source	Amount
Invoiced: FY21/22 Member Contribution (2 of 2)	Sloughhouse RCD	\$ 56,403.01
Invoiced: FY21/22 Member Contribution (2 of 2)	Galt ID	\$ 47,258.94
Invoiced: FY21/22 Member Contribution (1 of 1)	Clay WD	\$ 21,737.40
Invoiced: FY21/22 Member Contribution (1 of 1)	Sacramento County	\$ 55,657.72
Total Monthly Revenue		\$ 181,057.07

Monthly Change	\$	164,429.60
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Agenda Item #4

Cosumnes Groundwater Authority Board of Directors Meeting

Agenda Date: May 23, 2022

Agenda Item #: 4

Agenda Item Subject: SAFCA Involvement in the Cosumnes Subbasin

To: CGA Board of Directors

From: CGA Staff

Background

Gary Bardini, Director of Planning for the Sacramento Area Flood Control Agency (SAFCA), will briefly present the overall goals of the organization and its involvement with groundwater recharge.

Omoichumne-Hartnell Water District (OHWD) has partnered with SAFCA to explore the feasibility of groundwater recharge within the OHWD district.

Agenda Item #5

Cosumnes Groundwater Authority Board of Directors Meeting

Agenda Date: May 23, 2022

Agenda Item #: 5
Agenda Item Subject: Projects Committee Update

To: CGA Board of Directors
From: CGA Staff

Background

On Monday, May 9th, 2022, the Projects and Management Actions Committee (PMA) held its first meeting via Zoom. The Phase 1 goals and PMAs outlined in the GSP were reviewed. The goals and expectations of the committee were discussed, and a timeline was introduced to ensure that PMA Committee recommendations are completed in time for grant writing and applications. The draft Priority Projects List was then introduced. Members were asked to make edits/improvements to the List in preparation for the next committee meeting.

Finally, the need for a Request for Proposals (RFP) to scope projects, particularly water conservation and land repurposing projects, was discussed. A draft RFP was sent to members for edits following the meeting.

The next PMA Committee meeting will be focused on reaching a consensus on the format of the Priority Project List and beginning to discuss that land repurposing and water conservation projects. The next Committee meeting will be:

- May 25, 2022 (Wednesday) at 3:00-5:00pm
- Galt Police Department Community Room
- 455 Industrial Drive, Galt, CA 95632

Attachments

- Draft RFP: Groundwater Project Scoping

Staff Recommendation

- Approve the draft RFP and direct Staff to solicit the applications for review at the June CGA Board of Directors meeting.

REQUEST FOR PROPOSALS

Groundwater Project Scoping

Proposals Due: June 10, 2022



Cosumnes Groundwater Authority

8970 Elk Grove Blvd.

Elk Grove, CA 95624

info@CosumnesGroundwater.org

Agenda Item #5

Cosumnes Groundwater Authority Request for Proposals – Groundwater Project Scoping

SECTION 1 - INVITATION TO BID

Proposals will be accepted via email by Stephen Julian at sJulian@CosumnesGroundwater.org until **5:00 pm on June 10, 2022.**

Major components of Project Work consist of: analyzing Subbasin data, developing/scoping projects with Board and community input

Pursuant to Section 1770 Labor Code, the Department of Industrial Relations has ascertained general prevailing rate of wages in the county in which the work is to be done.

SECTION 2 – GENERAL INFORMATION

The Cosumnes Groundwater Authority (Authority) is seeking a qualified firm to assist the Board of Directors in developing Project and Management Actions to support the implementation of the Cosumnes Subbasin Groundwater Sustainability Plan and other relevant Authority activities. Services shall include all the tasks listed below in proposal preparation.

Authority Organization and Operations

The Authority overlays the Cosumnes Subbasin, a medium priority subbasin, located in the southern portion of Sacramento County, and part of Amador County. The Authority is a JPA consisting of the 7 GSAs within the subbasin, Omochumne-Hartnell Water District ([website](#)), Sloughhouse Resource Conservation District ([website](#)), Galt Irrigation District ([website](#)), Clay Water District ([website](#)), City of Galt ([website](#)), Amador County Groundwater Management Authority ([website](#)), and Sacramento County ([website](#)), and has been designated to implement the Cosumnes Subbasin Groundwater Sustainability Plan (GSP).

Project Description

- Understand the work that went into developing the Cosumnes Subbasin GSP's Projects and Management Actions
- Assist in the further development of already identified Project and Management Actions consistent with the priorities of the Authority
- Evaluate groundwater use within the Subbasin and propose projects that are aligned with the priorities of the Cosumnes Subbasin GSP and will support groundwater sustainability
- Engage multiple stakeholders (Board Members, partner organizations, community members, etc.)

Agenda Item #5

through public meetings, workshops, etc.

Project Schedule

<u>Event</u>	<u>Date</u>
CGA Issues RFP	May 23, 2022
Deadline for Proposals	June 10, 2022
CGA Board Selects Proposal	June 20, 2022
Anticipated Contract Start Date	July 1, 2022
Final Cosumnes Subbasin Priority Project List Presented to CGA Board	October 2022

Project Location

The Cosumnes Subbasin, located in Southeast Sacramento County and Western Amador County. The Cosumnes Groundwater Authority meets monthly in Galt, California.

Inquiries

All inquiries concerning this Request for Proposals (RFP) must be directed in writing to Stephen Julian at sJulian@CosumnesGroundwater.org.

Proposal Submission

Submit one original via email to Stephen Julian at sJulian@CosumnesGroundwater.org by 5:00 pm on June 10th, 2022.

Proposal Preparation Cost

Costs for developing proposals are entirely the responsibility of the proposers and shall not be chargeable to the Authority.

SECTION 3 – Tasks of Work

Task 1. Development of the Cosumnes Subbasin Priority Project List

Utilizing an outline developed by CGA Staff and informed by the Cosumnes Subbasin GSP, a Priority Project List, identifying project scoping information (action items/next steps, costs, timelines, etc.) for approximately 12 projects of varying scale will be developed to guide CGA and partners' efforts. The majority of support needed will be in scoping demand management type projects (land repurposing, on farm conservation, etc.) and ensuring accurate water accounting. The selected proposal team will receive direct feedback and input from the CGA's Projects Committee and CGA Staff/Board.

Task 2. Public Outreach

Ensuring the public is included in this planning process is of utmost importance. Support for 2 public workshops, development of an informational sheet, and development of other outreach tools should be anticipated.

Task 3. Project Management

Coordinate with the Authority as necessary. Invoices will be submitted monthly by the 15th of the following month.

Agenda Item #5

SECTION 4 – REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

General Requirements

- Experience working with local governmental agencies to implement projects
- Experience working with a variety of stakeholders and ability to aggregate many different ideas and opinions
- Experience working with groundwater related plans

Knowledge of:

- Agricultural practices in Sacramento County and Amador County
- Groundwater conservation projects (land repurposing, on-farm conservation, recharging, etc.)

SECTION 5 – PROPOSAL REQUIREMENTS

Cover Letter

The proposal shall be transmitted with a cover letter that includes the name, address, telephone number, fax number and e-mail address of the firm with point of contact.

Resume

Provide a resume of no more than two pages that summarizes responsible personnel's experience, education, knowledge, skills and abilities.

Proposal

Include in the Proposal:

- Brief description of the company's experience that demonstrates the ability to perform the essential functions and provide the required knowledge, skills and abilities.
- List of any subcontractors to perform any stated duties and their qualifications
- Summary of education, specialized training, certificates or licenses obtained that demonstrate the firm's knowledge groundwater monitoring and sampling.
- Budget for Project with breakout for unit costs and totals for each Task and any equipment or consumables.
- A list of at least three references from employers or agencies in which the company has performed work for. Please provide a name, address, telephone number, fax number and e-mail address for a contact person for each reference. It is the intention of the Authority to verify all references prior to making the final selection.
- Any additional information considered necessary in assessing the firm's qualifications and experience.

Address the proposal to:

Stephen Julian, Watershed Coordinator, electronically to sJulian@CosumnesGroundwater.org

SECTION 6 – PROPOSAL RATING

Agenda Item #5

Proposals will be evaluated in detail by Authority staff and additional information may be requested from candidates.

The following represents the principal selection criteria that will be considered during the evaluation process:

- Experience: This includes the company's/operators experience working in groundwater monitoring and sampling.
- Education and Expertise: Education, specialized training, certificates, or licenses obtained that demonstrate the candidate's expertise in the field and active participation in professional or trade associations.
- Strengths: Characteristics, traits, and strengths that make for a strong candidate and the motivation for wanting to work for the Cosumnes Groundwater Authority.
- Cost: Proposed cost to perform the services required.

The Authority reserves the right not to award a contract, to modify the scope of services required as necessary and/or to accept or reject any or all submittals received as a result of this request.

SECTION 7 – TERMS AND CONDITIONS

Term of Agreement

The term of the agreement shall be July 1, 2022 – November 1, 2023.

Standard Terms and Conditions

The following clauses, in substantially the form presented, will be made part of a contract the selected company will be expected to sign. It is anticipated that modifications and additions may be required once a Contractor has been selected.

1. Termination and Breach of Contract: The Authority may terminate the Contract for the breach of any covenant, term and condition of the Contract by the Contractor, its officers, agents or employees, provided the breach is not cured within ten (10) days after written notice thereof is presented to Contractor. In the event that the Contract is for any reason terminated for cause by the Authority, Contractor shall be liable to the Authority for the expense of the Authority arranging to obtain any services provided herein from an alternative source. The Authority may terminate this Contract after thirty (30) days notice for any reason. If the Authority terminates this Contract without cause as provided for herein, Authority shall be liable for the reasonable value of Contractor's work up to the effective date of the notice. The Authority's determination of the reasonable value of the Contractor's work shall be final.
2. Time of the Essence: Time shall be of the essence with respect to each term and condition of the Contract.
3. Indemnity: Contractor agrees to fully indemnify, defend, and hold harmless the Authority, its officers, employees and agents from any and all loss, damage, liability, claim, demand, or cause of

Agenda Item #5

action whatsoever resulting from or alleged to have arisen out of or have resulted from any act or omission of Contractor, its officers, employees, agents, independent contractors, or representatives in the performance of this Contract.

4. Independent Contractor: In the performance of the work herein provided for, Contractor shall be, and, is an independent contractor and is not an agent or employee of the Authority. The Authority has and shall retain the right to exercise full control and supervision of the services to be rendered to the Authority and full control over Contractor in the performance of all services hereunder. The Contractor shall be solely responsible for all matters relating to the payment of its employees, and all other regulations governing such matters.

Workers' Compensation Insurance Requirements: In addition to any other form of insurance required under the terms of this Contract, the Contractor shall maintain Workers' Compensation insurance with statutory limits for any employees of the Contractor. If any owner or employee is not covered by Workers' Compensation insurance, the Contractor shall provide a statement to the Authority to that affect. The Contractor shall agree to fully indemnify, defend and hold harmless the Authority, its officers, employees and agents from any and all workers' compensation claims by any owner, employee or subcontractor of the Contractor in the performance of this Contract.

DRAFT

Agenda Item #6

Cosumnes Groundwater Authority Board of Directors Meeting

Agenda Date: May 23, 2022
Agenda Item #: 6
Agenda Item Subject: Citizen Advisory Committee
To: CGA Board of Directors
From: CGA Staff

Background

Since our April CGA Board Meeting, we received 1 application from an individual interested in serving on the Citizen Advisory Committee.

Attachments:

- CAC Applications
 - Eugene Rose

Staff Recommendation

- Consider Citizen Advisory Committee Member applications and direct staff to work with committee members to schedule an initial meeting in late May/early June.

**Cosumnes Groundwater Authority
Citizen Advisory Committee**

Committee Member Application

**Next application
review deadline:
May 10, 2022**

The Cosumnes Groundwater Authority (CGA) is soliciting applications for membership on the CGA Citizen Advisory Committee (CAC). The CAC will serve as an advisory role to the CGA Board of Directors and provide direct feedback on implementation of the Cosumnes Subbasin Groundwater Sustainability Plan (GSP). Members will develop a mutual understanding of and provide feedback on a variety of aspects of the GSP including, but not limited to, funding mechanisms, projects and management actions, outreach, monitoring, and more. It is anticipated that the CAC will meet once quarterly.

If you are interested in serving on the CAC, please review the Cosumnes Subbasin GSP website, review the CAC overview, complete this application, and submit it to CGA Staff. The Application may be submitted in person to staff, mailed USPS, or emailed to the address below. Staff will then work with the CGA Board to put the consideration of new members on an upcoming agenda of the Board. Applicants will be invited to participant at that meeting but are not required to attend. You will be advised by the Board if you are appointed to serve as a CAC member.

Austin Miller, 8970 Elk Grove Blvd., Elk Grove, CA 95624 Phone: 916-526-5447
Email: info@CosumnesGroundwater.org

NAME: Eugene Rose

RESIDENCE ADDRESS:

BUSINESS OR MAILING ADDRESS:

PHONE (DAYTIME): PHONE (EVENING):

Please provide a brief description of your background and qualifications and any other relevant documents you believe support your eligibility and nomination, including relevant experience and/or education, with particular emphasis on factors that demonstrate an interest in groundwater conservation, an ability to serve as a information conduit to a wider community of water users, and a demonstrated commitment to productive and collaborative dialogue. (Please include additional pages as needed.)

Resident of Wilton for 51 years. In mid 1970's received Federal Grant to construct pit type pond on property, for livestock, on seasonal stream. Proponent for using seasonal creeks & streams in efforts of re-charge of aquifers to address decreasing water levels. Involved in a number of Community Events including Veterans Day, Memorial Day, Winter Festival & Wilton History Day/Community Fair. Involved in establishment and continuing operation of "Bingo" as a major fundraiser toward restoration of Walter Dillard Ranch House as a Wilton History Center. Member and past president of the Wilton History Group and current manager/reporter of "Wilton News"/ an on line publication.

Open to various aspects of addressing our decreasing water levels. Strong opposition to imposing major costs related to water issues on the backs of property owners.....government regulations and/or restrictions must be addressed. Government needs to be a big part of the solution - not a novel concept/but necessary

GSA: Omochumne-Hartnell WD

Agenda Item #7

**Cosumnes Groundwater Authority
Board of Directors Meeting**

Agenda Date: May 23, 2022

Agenda Item #: 7

Agenda Item Subject: Fiscal Year 2022-2023 Budget

To: CGA Board of Directors

From: CGA Staff

Background

On April 25th, 2022 the CGA Board discussed the Draft Fiscal Year 2022-2023 Cosumnes Groundwater Authority Budget.

Attachments

- [CGA Fiscal Year 2022-2023 Budget](#)

Staff Recommendation

- Approve the presented CGA Fiscal Year 2022-2023 Budget.

Agenda Item #7

**Cosumnes Groundwater Authority
FY 2022 – 2023 (July 2022 – June 2023)**

Budget Overview

Presented: May 23, 2022

Budget Item	FY 21-22 Budget	FY 21-22 Year End (anticipated)	FY 22-23 Budget
CGA Funded Expenses	\$444,185	\$212,419	\$496,000
Total Expenses	\$444,185	\$212,419	\$496,000
Member Contributions	\$444,185	\$444,185	\$444,185
Total Revenue	\$444,185	\$444,185	\$444,185
Gain/Loss	\$0	\$231,766	<\$51,815>
Year End Reserve*	\$0	\$231,766	\$179,951

*The Cosumnes Groundwater Authority anticipates long term expenses that have not yet been budgeted (ex: GSP 5-Year Update).

Agenda Item #7

**Cosumnes Groundwater Authority
FY 2022 – 2023 (July 2021 – June 2022) Budget**

Expenses

Expense Item	FY 21-22 Budget	FY 21-22 Year End (anticipated)	FY 22-23 Budget
Establish Organization	\$10,000	-	-
Funding Exploration	\$35,000	\$20,000	\$35,000
Monitoring	\$30,000	\$14,000	\$30,000
Data Management System	\$10,000	-	\$10,000
Public Outreach	\$20,000	\$10,000	\$1,427
Legal	\$30,000	\$20,000	\$30,000
Financial Audit	\$15,000	-	\$15,000
Personnel	\$90,000	\$90,000	\$150,000
Miscellaneous	\$3,000	\$3,000	\$3,000
Data Gaps	\$25,000	\$7,500	\$25,000
Annual Report	\$48,000	\$47,919	\$48,000
Post-GSP Fee Establishment	\$100,000	-	\$100,000
Other PMAs	\$20,000	-	\$20,000
Contingency	\$8,185	-	\$10,000
Sub Totals	\$444,185	\$212,419	\$496,000

Agenda Item #7

Expense Item Justification/Description

Establish Organization	-
Funding Exploration	Grant applications, partnership development, etc.
Monitoring	Fall and Spring Monitoring (gw elevation and quality)
Data Management System	Updates to DMS, technical assistance, server costs
Public Outreach	website, mailchimp, materials, etc.
Legal	-
Financial Audit	Audit, accounting support
Personnel	SSCAWA and SRCD agreements
Miscellaneous	Staff training, professional organization membership, project management software, etc.
Data Gaps	GDE exploration, surface water flow meters, cone of depression, etc.
Annual Report	-
Contingency	-
Post-GSP Fee Establishment	Data gathering and clean up, public outreach, and final report.
Other PMAs	Conservation, GSP PMAs, etc.

Agenda Item #7

**Cosumnes Groundwater Authority
FY 2022 – 2023 (July 2022 – June 2023) Budget**

Revenue

Funding Source	FY 21-22 Budget	FY 21-22 Year End (anticipated)	FY 22-23 Budget
City of Galt GSA	\$15,000	\$15,000	\$15,000
Amador Groundwater Authority GSA	\$5,000	\$5,000	\$5,000
Galt Irrigation District GSA	\$161,807	\$161,807	\$161,807
Clay Water District GSA	\$21,889	\$21,889	\$21,889
Omochumne-Hartnell Water District GSA	\$24,893	\$24,893	\$24,893
Sloughhouse Resource Conservation District GSA	\$150,762	\$150,762	\$150,762
County of Sacramento GSA	\$64,834	\$64,834	\$64,834
GSA Member Contributions Total	\$444,185	\$444,185	\$444,185
Total Revenue	\$444,185	\$444,185	\$444,185

Agenda Item #8

Cosumnes Groundwater Authority Board of Directors Meeting

Agenda Date: May 23, 2022
Agenda Item #: 8
Agenda Item Subject: Long Term Funding

To: CGA Board of Directors
From: CGA Staff

Background

On April 25th, 2022 the CGA Board directed Staff Direct staff to solicit a Request for Proposals (RFP) to find a consultant to develop a long-term funding proposal.

Attachments

- Draft RFP: Groundwater Fee Engineering Report Development

Staff Recommendation

- Approve the draft RFP and direct Staff to solicit the applications for review at the June CGA Board of Directors meeting.

REQUEST FOR PROPOSALS

**Groundwater Fee Engineering Report
Development (July 2022-June 2023)**

Proposals Due: June 10, 2022



Cosumnes Groundwater Authority

**8970 Elk Grove Blvd.
Elk Grove, CA 95624**

info@CosumnesGroundwater.org

Agenda Item #8

Cosumnes Groundwater Authority Request for Proposals – Groundwater Fee Engineering Report Development

SECTION 1 - INVITATION TO BID

Proposals will be accepted via email by Austin Miller at info@cosumnesgroundwater.org until **5:00 pm on June 10, 2022.**

Major components of Project Work consist of: engagement with the Cosumnes Groundwater Authority Board of Directors, analysis of parcel specific data, preparation of a fee study

Pursuant to Section 1770 Labor Code, the Department of Industrial Relations has ascertained general prevailing rate of wages in the county in which the work is to be done.

SECTION 2 – GENERAL INFORMATION

The Cosumnes Groundwater Authority (Authority) is seeking a qualified consultant to assist the Board of Directors in developing a funding structure and fee study to support the implementation of the Cosumnes Subbasin Groundwater Sustainability Plan and other relevant Authority activities. Services will include all the tasks listed in Section 3.

Authority Organization and Operations

The Authority overlays the Cosumnes Subbasin, medium priority subbasin, located in the southern portion of Sacramento County, and part of Amador County. The Authority is a JPA consisting of the 7 Groundwater Sustainability Agencies (GSAs) within the subbasin, Omoichumne-Hartnell Water District ([website](#)), Sloughhouse Resource Conservation District ([website](#)), Galt Irrigation District ([website](#)), Clay Water District ([website](#)), City of Galt ([website](#)), Amador County Groundwater Management Authority ([website](#)), and Sacramento County ([website](#)), and has been designated to implement the Cosumnes Subbasin Groundwater Sustainability Plan (GSP).

Project Description

- Identify the Authority's funding needs during the period covered by the Fee Study for all activities including projects, management actions, and administrative activities.
- Evaluate the fee structure adopted by the GSAs that is currently in place.
- Analyze parcel specific information including parcel size, crop type, irrigated acreage, type, etc.
- Provide recommendations to the Board of Directors on a fee structure that would meet all legal

Agenda Item #8

requirements and provide financial stability for planned activities.

Project Schedule

<u>Event</u>	<u>Date</u>
CGA Issues RFP	May 16, 2022
Deadline for Proposals	June 10, 2022
CGA Board Selects Proposal	June 20, 2022
Anticipated Contract Start Date	July 1, 2022
Draft Fee Study Presented to Board	November 2022
Final Fee Study Presented to Board	April 2023

Project Location

The Cosumnes Subbasin, located in Southeast Sacramento County and Western Amador County. The Authority meets monthly in Galt, California.

Inquiries

All inquiries concerning this Request for Proposals (RFP) must be directed in writing to Austin Miller at info@cosumnesgroundwater.org.

Proposal Submission

Submit one original via email to Austin Miller at info@cosumnesgroundwater.org by 5:00 pm on June 10th, 2022.

Proposal Preparation Cost

Costs for developing proposals are entirely the responsibility of the proposers and shall not be chargeable to the Authority.

SECTION 3 – Tasks of Work

Task 1. Board Workshops

Working with, and at times educating, the Board of Directors will be needed to ensure the consultant understands what the Board's needs and preferences are. As public agencies, these are also opportunities for the public to inquire about the process.

Task 2. Development of Fee Study

It is the intent of the Authority's member agencies that one (1) Fee Study will be developed to determine member contributions to fund all activities for which the Authority will be responsible during the five-year period covering Fiscal Year 2023-2024 through Fiscal Year 2027-2028 at which time the study will be reviewed and updated. Member contributions will be determined based on an agreed upon methodology which the Fee Study will articulate. Once the Fee Study is developed, member agencies will be responsible for securing the required funding through whatever process they determine to be appropriate considering their individual and collective authorities.

Task 3. Public Outreach

Ensuring the public is included in this planning process is of utmost importance. Support for two (2)

Agenda Item #8

public workshops, development of an informational sheet, and development of other outreach tools should be anticipated.

Task 4. Project Management

Coordinate with the Authority as necessary. Invoices will be submitted monthly by the 15th of the following month.

SECTION 4 – REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

General Requirements

- Experience working with local governmental agencies to implement fees and assessments
- Experience working with a variety of stakeholders and ability to aggregate many different ideas and opinions
- Experience working with groundwater related fees and assessments

Knowledge of:

- Laws and regulations governing groundwater management fees and assessments in Sacramento County and the State of California
- The Sustainable Groundwater Management Act (SGMA) and the role of GSAs in implementing SGMA.
- Socioeconomic dynamics of a region consisting of agriculture, rural residential, and urban land types.

SECTION 5 – PROPOSAL REQUIREMENTS

Cover Letter

The proposal shall be transmitted with a cover letter that includes the name, address, telephone number, fax number and e-mail address of the firm with point of contact.

Resume

Provide a resume of no more than two pages that summarizes responsible personnel's experience, education, knowledge, skills and abilities.

Proposal

Include in the Proposal:

- Brief description of the company's experience that demonstrates the ability to perform the essential functions and provide the required knowledge, skills and abilities.
- List of any subcontractors to perform any stated duties and their qualifications
- Identification of the individuals that will be responsible for performing the work including a description of each individual's expected contribution and a summary of their experience, education, specialized training, certificates or licenses obtained that demonstrates their fitness for this work.

Agenda Item #8

- Budget for the work to be performed with breakout for unit costs and totals for each task and any equipment or consumables.
- A list of at least three references from private entities or public agencies that the company has performed work for. Please provide a name, address, telephone number, fax number and e-mail address for a contact person for each reference. It is the intention of the Authority to verify all references prior to making the final selection.
- Any additional information considered relevant in assessing the firm's qualifications and experience.

Address the proposal to:

Austin Miller, CGA Administrator, electronically to info@cosumnesgroundwater.org

SECTION 6 – PROPOSAL RATING

Proposals will be evaluated in detail by Authority staff and additional information may be requested from candidates.

The following represents the principal selection criteria that will be considered during the evaluation process:

- Experience: This includes the past experience of the company and the key individuals that will perform the work in conducting fee studies of the sort requested by the Authority.
- Education and Expertise: Education, specialized training, certificates, or licenses obtained that demonstrate the company's expertise in the field and active participation in professional or trade associations.
- Strengths: Characteristics, traits, and strengths that make for a strong candidate and the motivation for wanting to work for the Authority.
- Cost: Proposed cost to perform the services required.

The Authority reserves the right not to award a contract, to modify the scope of services required as necessary and/or to accept or reject any or all submittals received as a result of this request.

SECTION 7 – TERMS AND CONDITIONS

Term of Agreement

The term of the agreement shall be Fiscal Year 2022-2023 (July 1, 2022 – June 30, 2023).

Standard Terms and Conditions

The following clauses, in substantially the form presented, will be made part of a contract the selected company will be expected to sign. It is anticipated that modifications and additions may be required once a Contractor has been selected.

1. Termination and Breach of Contract: The Authority may terminate the Contract for the breach of any covenant, term and condition of the Contract by the Contractor, its officers, agents or

Agenda Item #8

employees, provided the breach is not cured within ten (10) days after written notice thereof is presented to Contractor. In the event that the Contract is for any reason terminated for cause by the Authority, Contractor shall be liable to the Authority for the expense of the Authority arranging to obtain any services provided herein from an alternative source. The Authority may terminate this Contract after thirty (30) days notice for any reason. If the Authority terminates this Contract without cause as provided for herein, Authority shall be liable for the reasonable value of Contractor's work up to the effective date of the notice. The Authority's determination of the reasonable value of the Contractor's work shall be final.

2. Time of the Essence: Time shall be of the essence with respect to each term and condition of the Contract.
3. Indemnity: Contractor agrees to fully indemnify, defend and hold harmless the Authority, its officers, employees and agents from any and all loss, damage, liability, claim, demand, or cause of action whatsoever resulting from or alleged to have arisen out of or have resulted from any act or omission of Contractor, its officers, employees, agents, independent contractors, or representatives in the performance of this Contract.
4. Independent Contractor: In the performance of the work herein provided for, Contractor shall be, and, is an independent contractor and is not an agent or employee of the Authority. The Authority has and shall retain the right to exercise full control and supervision of the services to be rendered to the Authority and full control over Contractor in the performance of all services hereunder. The Contractor shall be solely responsible for all matters relating to the payment of its employees, and all other regulations governing such matters.

Workers' Compensation Insurance Requirements: In addition to any other form of insurance required under the terms of this Contract, the Contractor shall maintain Workers' Compensation insurance with statutory limits for any employees of the Contractor. If any owner or employee is not covered by Workers' Compensation insurance, the Contractor shall provide a statement to the Authority to that affect. The Contractor shall agree to fully indemnify, defend and hold harmless the Authority, its officers, employees and agents from any and all workers' compensation claims by any owner, employee or subcontractor of the Contractor in the performance of this Contract.

Agenda Item #9

Cosumnes Groundwater Authority Board of Directors Meeting

Agenda Date: May 23, 2022

Agenda Item #: 9

Agenda Item Subject: Governor's Executive Order N-7-22 Overview

To: CGA Board of Directors

From: CGA Staff

Background

On March 28, 2022 Governor Newsom issued [Drought Executive Order N-7-22](#) that included new well permitting requirements for local agencies to prepare for and lessen the effects of drought conditions (Action 9). The California Department of Water Resources released a "[Drought Well Permitting Requirements](#)" factsheet.

The County of Sacramento Environmental Management Department (well permitting agency for Sacramento County) has released [new procedures implementing requirements](#) under Executive Order N-7-22 and an accompanying [Compliance Bulletin](#).

The two new requirements that applicants must meet include:

1. A report signed, by a California licensed professional, such as a Professional Geologist with a Certified Hydrogeologist specialty certification or a Professional Engineer, the concludes both that extraction of groundwater from the well is not likely to interfere with the production and functions of existing nearby wells and is not likely to cause subsidence that would adversely impact or damage nearby infrastructure. (See Action 9(b) of Executive Order N-7-22)
2. If the well's location is within the North American, South American, Cosumnes, or Solano Subbasins, written concurrence that the proposed well would not be inconsistent with any applicable Groundwater Sustainability Plan adopted by the applicable Groundwater Sustainability Agency and would not decrease the likelihood of achieving a sustainability goal for the Subbasin. (See Action 9(a) of Executive Order N-7-22)

Groundwater wells that provide less than two (2) acre-feet per year of groundwater for individual domestic users or that will exclusively provide groundwater to public water supply systems are excluded from this requirement.

Staff Recommendation

1. Direct Staff to continue working with other GSAs to understand how others are anticipating responding to future requests.