

## PERFORMANCE WORK STATEMENT

### 1.0 Background

1.1 The Central Valley Project (CVP) and State Water Project (SWP) are currently operated in accordance with the 2008 U.S. Fish and Wildlife Service Biological Opinion (2008 USFWS BO) and the 2009 National Marine Fisheries Service Biological Opinion (2009 NMFS BO), both of which concluded that the coordinated long-term operation of the CVP and SWP, as proposed in Reclamation's 2008 Biological Assessment (BA), was likely to jeopardize the continued existence of listed species and designated critical habitat. Both BOs included Reasonable and Prudent Alternatives (RPAs) designed to allow the CVP and SWP to continue operating without causing jeopardy or adverse modification to designated critical habitat. Reclamation accepted and then implemented the USFWS and NMFS RPAs.

1.2 Reclamation completed the court-ordered National Environmental Policy Act (NEPA) process on the Coordinated Long-term Operation of the CVP and SWP (LTO) with issuance of a Record of Decision (ROD) on January 11, 2016.

1.3 On August 2, 2016, Reclamation requested reinitiation of Endangered Species Act (ESA) Section 7 consultation with USFWS and NMFS on the LTO. Several factors resulted in Reclamation requesting reinitiation of consultation under the ESA, including the apparent decline in the status of several listed species, new information related to recent multiple years of drought, and the evolution of best available science. This consultation is expected to update the system-wide operating criteria for the LTO consistent with Section 7 requirements, to investigate the potential of including new conservation measures for listed species, and to review the existing RPA actions included in the 2008 USFWS BO and 2009 NMFS BO to determine their continued substance and efficacy in meeting the requirements of Section 7 of the ESA.

1.4 Prior to the 2008 USFWS BO and the 2009 NMFS BO being upheld by the U.S. Court of Appeals, Reclamation and the California Department of Water Resources (DWR) were developing concepts for modifications to RPA actions to avoid jeopardy of listed species and improve their feasibility and sustainability over the long term. Although, due to the District Court schedule, these concepts were not sufficiently developed to allow inclusion in the NEPA process on the LTO completed on January 11, 2016, Reclamation and DWR have concluded that it may be beneficial to explore opportunities to improve efficiencies related to implementation of the RPA actions. If warranted, the revised RPA actions could potentially be included as conservation measures in the Proposed Action for ESA Section 7 consultation and evaluation under NEPA.

1.5 It is anticipated that this consultation will encompass the entire CVP and SWP service areas and facilities, including the Sacramento-San Joaquin Delta (Delta) and its upstream watersheds. This consultation will incorporate new Delta conveyance facilities, operations, and conservation measures associated with implementation of the California WaterFix (CWF) when finalized. Under the CWF, DWR is proposing to construct and operate new water conveyance facilities in the Delta including three intakes, two tunnels, associated facilities, and a permanent head of Old River gate; operate existing SWP Delta facilities in coordination with the new facilities; maintain the newly-constructed and existing facilities; implement and uphold new and existing conservation measures; and implement and assist in an ongoing

monitoring and adaptive management program. Reclamation proposes to coordinate CVP operations with DWR using the new and existing facilities and is the lead agency for the ESA Section 7 consultation for the CWF.

1.6 The scope of the project includes possible revisions to overall operation of the CVP and SWP, including operations and facilities within the Sacramento River, Feather River, Trinity River, American River, and San Joaquin River watersheds. Work efforts will focus on development of alternatives related to adaptive management and biological metrics, with an emphasis on working collaboratively with USFWS, NMFS, DWR, the California Department of Fish and Wildlife (CDFW), water users, and environmental and fishery non-governmental organizations (NGOs). Several independent peer reviews will occur at multiple steps during the technical analyses and recommendations will be included in the task order deliverables. (Additional details regarding the scope of the work effort are provided in *9.0 Tasks* below.) It is anticipated that the deliverables prepared under this Task order will rely heavily on the NEPA and ESA environmental compliance documents prepared and issued during 2013 through 2016 for the LTO and CWF, and anticipated in 2017 for the CWF.

## **2.0 Scope**

2.1 The purpose of this Performance Work Statement (PWS) is to define the tasks and deliverables for the Contractor to develop environmental compliance documentation on the LTO in accordance with Section 7(a)(2) of the ESA, the National Environmental Policy Act (NEPA) as amended, the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA (40 Code of Federal Regulations (CFR) Part 1500-1508), the Department of Interior's (DOI) regulations for implementing NEPA (43 CFR Part 46), and the Bureau of Reclamation (Reclamation) NEPA Handbook (dated February 2012). This documentation is to include a Biological Assessment (BA) and Environmental Impact Statement (EIS) analyzing the effects of the LTO and that accounts for the updated status of listed species, operation of new Delta water conveyance facilities constructed or expected to be constructed under the CWF or other programs, and modifications to operation of the CVP and SWP. The consultation is intended to conclude in issuance of a single, joint BO issued by both USFWS and NMFS, or two closely coordinated BOs issued separately by USFWS and NMFS. Additionally, the BA will include appropriate information on Essential Fish Habitat (EFH) that will result in conclusion of consultation with NMFS under the Magnuson-Stevens Fishery Conservation and Management Act (MSA). The NEPA process is intended to conclude with Reclamation signing a ROD. Successful completion of this Task order will allow Reclamation to complete ESA and MSA consultation on the LTO, support signing long-term water service contracts, and potentially respond to outstanding litigation associated with the Sacramento River Settlement Contracts and the NEPA process on the LTO which concluded on January 11, 2016.

2.2 The geographic scope of the work is throughout the State of California. Between 75-80 percent of the work will be completed in the Sacramento area.

## **3.0 Type of Contract**

The government will award a hybrid Firm Fixed Price (FFP) and Time and Materials (T&M) task order against the successful offeror's GSA contract which includes a Base Task plus three (3) Optional Tasks. Pricing should be per task and noted as either FFP or T&M as indicated below.

#### 4.0 Period of Performance

The period of performance shall be five (5) years from the date of award.

#### 5.0 Place of Performance

The work to be performed under this task order will be performed at the Contractor's facility and other places appropriate for meetings and public outreach.

#### 6.0 Deliverables

6.1 The Contractor shall develop a project and deliverables schedule no later than one (1) month after award that completes the ESA Section 7, MSA, and NEPA compliance on the LTO. The schedule is subject to change based on unforeseen conditions.

6.2 At the time of award, the Contractor and contractor personnel shall sign a non-disclosure agreement with conditions related to access and handling of classified information.

6.3 All deliverables, other than invoices, will be delivered to the Contracting Officer's Representative on the dates specified below.

6.4 All electronic deliverables to be posted externally will be done so in accordance with Section 508 Amendment to the Rehabilitation Act of 1973.

6.5 All electronic deliverables to be posted and all materials made available to the general public shall meet Reclamation's Visual Identity Standards.

6.6 All data shall be delivered in a format that is discoverable and useable by end users inside and outside the Government and shall be consistent with Memorandum M-13-13 Open Date Policy – Managing Information as an Asset.

6.7 All draft electronic deliverables shall be developed and submitted using Microsoft Office programs including Word, Excel, PowerPoint, and Project as applicable. For modeling files in raw model data formats and all final deliverables shall be in the applicable Microsoft or .PDF formats. Modeling results shall be shared in raw model formats as well as pre and post processing tools and spreadsheets.

**Table 6.1 Schedule of Deliverables and Performance Period**

<b>Deliverable Description</b>	<b>Due Date</b>
<b>9.1 NEPA Compliance Process</b>	
<b>Task 9.1.1 Public Involvement</b>	
Stakeholder Meeting Materials and Technical Summaries	2 days preceding a meeting for materials, 5 days after a meeting for summaries
Draft and Final Notice of Intent	3 months after award
Draft and Final Public Scoping Meeting Presentation and Materials	4 months after award

<b>Deliverable Description</b>	<b>Due Date</b>
Draft and Final Public Scoping Issues Technical Memorandum (TM)	2 months after public scoping meetings
<b>Task 9.1.2 Alternatives Development</b>	
Draft and Final Purpose and Need Statement	1 month after award
Draft and Final Background	2 months after award
Draft and Final Preliminary No Action Alternative Description TM	10 months after award
Draft and Final Preliminary Alternatives Development TM	14 months after award
<b>Task 9.1.3 Administrative Record</b>	
Administrative Record Outline	1 month after award
Administrative Record and Privilege Log TM	3 months after award
Complete Administrative Record to Date	4 months after completion of tasks included in the base task
<b>Task 9.1.4 Project Management</b>	
Non-Disclosure Agreement	1 week after award
Draft Project and Deliverables Schedule	1 month after award
Draft and Final Project Management Plan and Schedule	2 months after award
Monthly invoices/progress reports	By the 10 <sup>th</sup> of the month for the preceding month's work
Meeting agendas, materials, notes	2 days preceding a meeting for agendas and materials, 5 days after a meeting for notes
<b>9.2 Optional Task 1 - NEPA Compliance Process Continued</b>	
<b>Task 9.2.1 Optional Task 1 Public Involvement</b>	
Stakeholder Meeting Materials and Technical Summaries	3 months after Optional Task 1 is exercised
<b>Task 9.2.2 Optional Task 1 No Action Alternative Development</b>	
Draft and Final No Action Alternative TM	10 months after Optional Task 1 is exercised
<b>Task 9.2.3 Optional Task 1 Alternatives Development and Screening</b>	
Draft and Final Development of Alternatives TM	12 months after Optional Task 1 is exercised
<b>Task 9.2.4 Optional Task 1 Project Description</b>	
Draft and Final Project Description TM	13 months after Optional Task 1 is exercised
<b>Task 9.2.5 Optional Task 1 Preliminary Draft EIS Sections</b>	

<b>Deliverable Description</b>	<b>Due Date</b>
Draft Affected Environment Sections	14 months after Optional Task 1 is exercised
Draft and Final Analytical Tools List for NEPA Analysis	14 months after Optional Task 1 is exercised
CalSim II (and/or CalSim III) Technical Appendix	15 months after Optional Task 1 is exercised
Modeling Assumptions and Results Technical Appendix	15 months after Optional Task 1 is exercised
<b>9.3 Optional Task 1 - ESA and MSA Compliance Process</b>	
<b>Task 9.3.1 Optional Task 1 Preliminary Draft Biological Assessment</b>	
Preliminary Draft Introductory Sections	2 months after Optional Task 1 is exercised
Preliminary Draft Proposed Action and Action Area TM	3 months after Optional Task 1 is exercised
Preliminary Draft Species Accounts and Status of Species in Action Area	3 months after Optional Task 1 is exercised
<b>Task 9.3.2 Optional Task 1 Analytical Tools</b>	
Preliminary analytical tools list and detailed description	3 months after Optional Task 1 is exercised
Revised analytical tools list and detailed description	5 months after Optional Task 1 is exercised
<b>Task 9.3.3 Optional Task 1 Biological and Operational Modeling</b>	
Modeling output files for up to 14 modeling simulations	9 months after Optional Task 1 is exercised
Technical appendices describing the operational and biological modeling conducted	13 months after Optional Task 1 is exercised
<b>Task 9.3.4 Optional Task 1 Agency and NEPA/CSAMP Coordination</b>	
Biweekly technical meeting summaries	5 days after the meeting
Up to 10 discussion summaries describing how the information presented during NEPA meetings affects the Section 7 consultation and associated compliance documentation	5 days after meeting or workshop
Documentation of consequential information stemming from NEPA/ESA coordination	5 days after information is received
Up to 10 technical memoranda or analyses associated with CSAMP	1 week prior to the CSAMP meeting
Up to 10 discussion summaries describing how the information presented during a CSAMP meeting affects the Section 7 consultation process	5 days after information is received

<b>Deliverable Description</b>	<b>Due Date</b>
<b>9.4 Optional Task 1 - Administrative Record Continued</b>	
Complete Administrative Record to Date	6 months after completion of tasks included in Optional Task 1
<b>9.5 Optional Task 1 - Project Management Continued</b>	
Additional revisions to Project Management Plan and Schedule	2 months after Optional Task 1 is exercised
Additional monthly invoices/progress reports	By the 10 <sup>th</sup> of the month for the preceding month's work
Additional meeting agendas, materials, notes	2 days preceding a meeting for agendas and materials, 5 days after a meeting for notes
<b>9.6 Optional Task 2 - NEPA Compliance Process Continued</b>	
<b>Task 9.6.1 Optional Task 2 Public Involvement</b>	
Stakeholder Meeting Materials and Technical Summaries	3 months after Optional Task 2 is exercised
Draft and Final Public Workshop Presentation and Materials	3 months after Optional Task 2 is exercised
Draft and Final Public Workshop Summary TMs	1 month after public workshops
<b>Task 9.6.2 Optional Task 2 Public Draft EIS</b>	
Draft Cumulative Effects Methodology TM	4 months after Optional Task 2 is exercised
Draft Mitigation Measures TM	6 months after Optional Task 2 is exercised
1 <sup>st</sup> Administrative Draft EIS	10 months after Optional Task 2 is exercised
2 <sup>nd</sup> Administrative Draft EIS	14 months after Optional Task 2 is exercised
Backcheck Draft EIS	16 months after Optional Task 2 is exercised
Print-Ready Draft EIS	17 months after Optional Task 2 is exercised
Public Draft EIS	18 months after Optional Task 2 is exercised
Draft and Final Notices of Availability	18 months after Optional Task 2 is exercised

Deliverable Description	Due Date
<b>9.7 Optional Task 2 - ESA and MSA Compliance Process Continued</b>	
Task 9.7.1 Optional Task 2 - Administrative Draft Biological Assessments	
Effects Analysis Populated Outline	2 months after Optional Task 2 is exercised
Preliminary Draft Effects Analysis and Cumulative Effects Analysis	8 months after Optional Task 2 is exercised
Preliminary Draft EFH Assessment	8 months after Optional Task 2 is exercised
First Administrative Draft BA	10 months after Optional Task 2 is exercised
Second Administrative Draft BA	16 months after Optional Task 2 is exercised
Task 9.7.2 Optional Task 2 – Agency and NEPA/CSAMP Coordination and Facilitation	
Biweekly technical meeting summaries	5 days after the meeting
<b>9.8 Optional Task 2 – Administrative Record Continued</b>	
Complete Administrative Record to Date	6 months after completion of tasks included in Optional Task 2
<b>9.9 Optional Task 2 – Project Management Continued</b>	
Additional revisions to Project Management Plan and Schedule	2 months after Optional Task 2 is exercised
Additional monthly invoices/progress reports	By the 10 <sup>th</sup> of the month for the preceding month's work
Additional meeting agendas, materials, notes	2 days preceding a meeting for agendas and materials, 5 days after a meeting for notes
<b>9.10 Optional Task 3 - NEPA Compliance Process Continued</b>	
Task 9.10.1 Optional Task 3 Public Involvement	
Stakeholder Meeting Materials and Technical Summaries	3 months after Optional Task 3 is exercised
Task 9.10.2 Optional Task 3 - Final EIS	
Comment/Response Summary	2 months after comment period closes
Administrative Final EIS	6 months after comment period closes
Backcheck Final EIS	8 months after comment period closes

<b>Deliverable Description</b>	<b>Due Date</b>
Print-Ready Final EIS	10 months after comment period closes
Final EIS	11 months after comment period closes
Draft and Final Notice of Availability	11 months after comment period closes
<b>Task 9.10.3 Optional Task 3 – Record of Decision</b>	
Draft and Final Record of Decision	12 months after comment period closes
<b>9.11 Optional Task 3 - ESA and MSA Compliance Process Continued</b>	
<b>Task 9.11.1 Optional Task 3 – Draft and Final BAs</b>	
Draft BA	4 months after Optional Task 3 is exercised
Final BA	10 months after Optional Task 3 is exercised
<b>Task 9.11.2 Optional Task 3 – Agency and NEPA/CSAMP Coordination and Facilitation</b>	
Biweekly technical meeting summaries	5 days after the meeting
<b>Task 9.11.3 Optional Task 3 - Formal ESA and MSA Consultation Coordination</b>	
Up to 10 additional technical analyses or informational pieces	2 weeks after request
Up to 3 separate revisions of the BA	2 weeks after expected comments are received
Up to 20 formal consultation meetings summaries	5 days after the meeting
Comments on up to 2 drafts of the BO	3 weeks after BO is provided
Comment matrix compiling comments from Contractor, stakeholders, and Reclamation staff on up to two versions of the draft BO	3 weeks after BO is provided
<b>9.12 Optional Task 3 –Administrative Record Continued</b>	
Complete Administrative Record to Date	2 months after Record of Decision is signed
<b>9.13 Optional Task 3 – Project Management Continued</b>	
Additional revisions to Project Management Plan and Schedule	2 months after Optional Task 3 is exercised
Additional monthly invoices/progress reports	By the 10 <sup>th</sup> of the month for the preceding month's work
Additional meeting agendas, materials, notes	2 days preceding a meeting for agendas and materials, 5 days after a meeting for notes



## **7.0 Government-Furnished Property**

No Government-Furnished Property will be provided for this task order. Government will not furnish any property, services, utilities, etc.

## **8.0 Objectives**

8.1 Complete a BA on the LTO

8.2 Complete all NEPA documentation associated with the above Purpose and Scope

8.3 Conduct preliminary modeling analyses and assessments for development of an initial Proposed Action

8.4 Provide assistance with analytical tools

8.5 Provide biological and operational modeling

8.6 Prepare for and participate in agency and stakeholder coordination meetings associated with ESA/MSA consultation and NEPA activities described in the above Purpose and Scope

8.7 Assist in formal consultation coordination

8.8 Compile administrative records for ESA, MSA, and NEPA processes

8.9 The objective is to develop environmental compliance documentation in accordance with the ESA, MSA, and NEPA for the LTO. Documentation shall include a BA, EIS, and ROD. In addition, the NEPA documentation shall address compliance with the National Historic Preservation Act, and other requirements and supporting documentation.

8.10 The ESA and NEPA environmental documentation shall include an analysis of potential impacts associated with the LTO. The project area will include the CVP and SWP service areas and facilities, including new Delta conveyance facilities and operations, potential actions outside of the Delta to address issues such as climate change and U.S. Army Corps of Engineers flood control rule curve updates, and potential cumulative effects. In addition, it is currently anticipated that a new Proposed Action developed for ESA Section 7 consultation and evaluation under NEPA may include the following components:

- a) Friant Dam operations, including San Joaquin River Restoration flows
- b) Trinity River operations, including the Trinity River Restoration Program and long-term plan for Klamath River fall augmentation flows
- c) Clear Creek channel maintenance flows
- d) Delta Smelt Resiliency Strategy implementation
- e) Shasta Reservoir storage and temperature management adjustments
- f) Changes to Old and Middle River (OMR) actions, the Inflow to Export ratio, Fall X2 actions, and refinement of an OMR index

- g) New Melones Revised Plan of Operation
- h) Coordinated Operations Agreement (COA) negotiations (as appropriate)
- i) Folsom Dam/Lower American River operational changes, including the Water Control Manual Update and the revised Flow Management Standard (if available)
- j) State Water Resources Control Board (SWRCB) Water Quality Control Plan updates
- k) Habitat restoration, including predation control and management
- l) Hatchery operations and management, including the Delta Smelt Conservation Hatchery

8.11 Because the BA and EIS will address coordinated operation of the CVP and SWP, DWR will provide needed cooperation and expertise through Reclamation to the Contractor.

8.12 This PWS includes activities associated with:

- a) Preparation of preliminary modeling analyses and assessments, including assessments of existing RPA actions, for development of an initial Proposed Action
- b) Preparation of environmental compliance documents and associated public outreach and technical meeting materials
- c) Surface and groundwater modeling,
- c) Operational modeling,
- d) Biological modeling,
- e) Economics modeling,
- f) Agency and stakeholder meetings, and
- g) Technical issue support.

8.13 It is anticipated that the activities described under this Task order will be closely coordinated with a separate, task order-specific NEPA compliance process that will allow Reclamation to sign a ROD for long-term task order renewals. It is anticipated that this separate NEPA process will be initiated by Reclamation's Regional Office subsequent to this Task order, but will be conducted concurrently to allow timely renewal of Reclamation's long-term task orders following completion of the tasks and deliverables outlined herein. All public and stakeholder meeting facilitation will be provided by Reclamation under a separate task order.

8.14 The following tasks are presented in groupings associated with the Base Task through three (3) Optional Tasks. The Base Task order includes NEPA-related tasks associated with the public scoping process, including conducting public scoping meetings and initial alternatives formulation. The Base Task order also includes project management and administrative record tasks during the preliminary NEPA compliance efforts, as well as preparing materials for and participation in agency/stakeholder meetings.

8.15 Optional Task 1 continues the NEPA compliance process by including initial efforts toward preparation of a Preliminary Draft EIS, such as development of the Proposed Action, final alternatives development and screening, preparation of affected environment sections, and identification of NEPA analytical tools. Optional Task 1 also includes ESA/MSA-related tasks associated with initial efforts

towards preparation of Preliminary Draft BA deliverables, including identification of analytical tools, and conducting biological and operational modeling.

Optional Task 2 continues the ESA/MSA and NEPA compliance processes and includes preparation of two Administrative Draft BAs, a Public Draft EIS, conducting public workshops on the Draft EIS, associated project management and administrative record efforts, and agency/stakeholder meeting coordination.

8.16 Optional Task 3 further continues the ESA/MSA and NEPA compliance processes and includes development of a Draft BA, Final BA, Final EIS, ROD, associated project management and administrative record efforts, and agency/stakeholder coordination.

## **BASE TASK ORDER**

### **9.1 NEPA Compliance Process:**

#### **Task 9.1.1: Public Involvement**

##### **Subtask 9.1.1.1 - Stakeholder Coordination (T&M Task)**

The Contractor shall support Reclamation as necessary to coordinate with project stakeholders, USFWS, NMFS, NEPA cooperating agencies, and Designated Non-Federal Representatives (DNFRs) for the NEPA and ESA/MSA consultation processes. At the beginning of the project, the Contractor prepare for and attend an anticipated eight (8) meetings with stakeholders to discuss technical issues associated with ESA/MSA and NEPA review. The Contractor shall provide technical materials and complete meeting summaries related to technical issues discussed at all meetings. In addition, the Contractor shall provide Reclamation with a list of potential NEPA cooperating agencies, including why those agencies have jurisdiction by law or special expertise with respect to this project's impacts or alternatives. Once this list has been finalized with Reclamation's input, the Contractor shall draft a letter inviting potential cooperating agencies to participate in the development and/or review of the EIS. The Contractor shall also develop and manage a list of DNFRs, tracking Reclamation invitations and responses by potential DNFRs. Throughout EIS development, the Contractor shall coordinate with Reclamation to ensure that the cooperating agencies, DNFRs, and other stakeholder's input is considered and addressed, as appropriate, through soliciting comments on draft documents and the use of draft press releases, e-mail messages, postcards or other information gathering techniques. It is anticipated that a value planning process, or a similar type process, will be included as part of the stakeholder engagement process.

##### **Subtask 9.1.1.2 - Scoping Process (FFP Task)**

The Contractor shall develop a draft and final Notice of Intent (NOI) to initiate the public scoping period. The Contractor shall assist Reclamation in preparing and conducting public scoping meetings for the EIS. It is anticipated that six (6) scoping meetings will be held, four (4) in or near Sacramento and/or the Delta, one (1) in northern California, and one (1) in Southern California. The Contractor shall coordinate pre-meeting planning activities with Reclamation and Reclamation's facilitator by assisting with defining meeting objectives and format; preparing notifications, handouts, poster boards, presentations, e-mails,

draft and final press releases, and other presentation materials; assisting presenters with presentation materials; coordinating meeting logistics; and attending scoping meetings. The Contractor shall work with Reclamation and Reclamation's facilitator to finalize activities and materials. Court reporters, transcripts, and translators, as needed, will be provided under separate task order by Reclamation's facilitator and are not included under this task.

Completion of public scoping activities shall be coordinated with Reclamation's Public Affairs Office in accordance with established schedules. The Contractor shall document scoping comments received during the public scoping meetings and prepare and submit to Reclamation a Scoping Issues Technical Memorandum (TM). The Scoping Issues TM shall include a summary matrix of the issues raised in the comments received on the NOI and during the scoping meetings.

**Task 9.1.1 Deliverables:** (All final electronic versions will be 508 compliant for placement on a website)

- 1) Stakeholder Meeting Materials and Technical Summaries – electronic copy
- 2) Draft and Final NOI - electronic copy
- 3) Draft and Final Public Scoping Issues TM - one (1) hard copy, electronic copy
- 4) Draft and Final Public Scoping Meeting Materials - drafts as electronic versions, finals as poster boards, 10-page hard copy handouts (up to 500), etc.

**Task 9.1.2: Alternatives Development**

**Subtask 9.1.2.1 - Purpose and Need and Background (FFP Task)**

The Contractor shall provide a project background that concisely and clearly explains the CVP and SWP purposes and the consultation history and associated litigation. The background should also explain the connection of the operation of the CVP/SWP in association with implementation of the CWF.

Background information should include Reclamation's authorization for implementing the action, the study area, study period, list of approvals, and the EIS organization.

The Contractor shall develop a brief Purpose and Need (P&N) Statement for the Proposed Action that provides information not stated in the rest of the EIS. The P&N Statement should describe the need as the broader underlying social need to which the agency is responding. The specific objectives of the Proposed Action shall also be described in the P&N Statement. The P&N Statement should serve as a screening criterion for determining which alternatives are reasonable and prudent. The Contractor shall provide the draft P&N Statement to Reclamation for review, and shall include the revised statements in the Project Description TM.

**Subtask 9.1.2.2 – Preliminary No Action Alternative Description (FFP Task)**

The Contractor shall describe the No Action Alternative. The No Action should be based on the operations moving forward into the future without the Proposed Action. Prior to completion of Subtask 9.1.2.2, the Contractor shall ensure that adequate preliminary Affected Environment/Baseline information has been collected and developed to support preparation of a complete No Action Alternative description.

The No Action Alternative should describe the future conditions without the project at the year 2070, which may include scenarios with and without implementation of the CWF and multiple climate change scenarios. The Contractor shall describe how the No Action Alternative is different from conditions that existed at the point in time when the NOI was published. If differences exist, the EIS shall include comparisons of the alternatives to both the existing conditions and the No Action Alternative. The Contractor shall coordinate closely with Reclamation to develop the No Action Alternative.

**Subtask 9.1.2.3 – Preliminary Alternatives Development (T&M Task)**

The Contractor shall develop a list of components for potential inclusion in a preliminary range of alternatives for Reclamation's consideration. The preliminary range of alternatives shall consider comments from public scoping, Reclamation, USFWS, NMFS, DWR, SWRCB, stakeholders, and previously developed documents associated with operation of the CVP and SWP. The Contractor shall develop initial screening criteria and a process to analyze potential actions for inclusion in a preliminary range of alternatives that could proceed into the detailed impact assessment.

**Task 9.1.2 Deliverables:**

- 1) Draft and Final Purpose and Need Statement – electronic copy
- 2) Draft and Final Background – electronic copy
- 3) Draft and Final Preliminary No Action Alternative Description TM - electronic copy
- 4) Draft and Final Preliminary Alternatives Development TM - electronic copy

**Task 9.1.3: Administrative Record (FFP Task)**

Under this task, the Contractor with Reclamation coordination shall identify, acquire, and organize the administrative record (AR) documenting the decision-making process and the basis for the agencies' decision during completion of tasks under the Base Task order. The AR shall consist of all documents and materials directly or indirectly considered by Reclamation decision-makers. The Contractor shall also identify, acquire, and organize Privilege files, which meet one of six categories: 1) attorney-client, 2) National Historic Preservation Act, 3) Archeological Resources Protection Act, 4) critical energy infrastructure, 5) proprietary/commercial information, and/or 6) deliberative processes.

The Contractor shall compile all documents and materials identified by Reclamation primarily through discussions with Reclamation personnel and consultant and sub-consultant staff. Documents and materials to be included in the AR and Privilege Log (PL) consist of final meeting notes, technical memorandums, presentation materials, reports, letters, memorandums, electronic mail, faxes, etc. The Contractor shall methodically search the Contractor's files and the files of sub-contractors to determine the types and extent of materials in their possession. If requested, the Contractor shall assist Reclamation in searching Reclamation records.

The Contractor shall develop an AR organization outline for Reclamation's approval. Following Reclamation's approval, the Contractor shall provide a Technical Memorandum as to how the AR will be prepared and organized, including the AR Index and PL Index spreadsheets. The AR Index shall identify all documents and materials by date, document number, Bates number, category, type, subject, file name,

pages, author, and recipient (if applicable), and include a link to the file location on the hard drive and/or CD/DVD. The PL Index shall identify all documents and materials by PL document number, category, type, subject, file name, pages, date and author. Once approved, the Contractor shall organize and prepare the AR, PL, AR Index, and PL Index and deliver it to Reclamation following completion of the tasks under the Base Task order. Approximately two (2) meetings with Reclamation will be needed to perform this task.

**Task 9.1.3 Deliverables:**

- 1) AR Outline – one (1) hard copy and electronic copy
- 2) AR and PL TM – one (1) hard copy and electronic copy
- 3) Complete AR to Date - electronic copy in pdf (hard drive, CD or DVD)

**9.1.4 Project Management**

**Subtask 9.1.4.1: Project Management Plan and Schedule (FFP Task)**

The Contractor shall develop a Project Management Plan (PMP), risk assessment process, quality assessment/quality control plan, work sequence diagram and schedule for completing all tasks for ESA Section 7 and NEPA compliance. The project schedule shall address each task and subtask and include start/finish dates, total duration in days, and key milestone dates. The PMP shall also include names, titles, telephone numbers, email addresses of key individuals working on the project and include a project organization chart and project responsibilities matrix. The Contractor shall develop the PMP with input from Reclamation. A Draft PMP shall be submitted to Reclamation for review, comment, and approval. The Contractor shall incorporate comments on the Draft PMP into a Final PMP.

During development of the PMP, the Contractor shall review Reclamation's internal PMP and identify any needed revisions to ensure compliance with Reclamation's PMP policy.

The Final PMP will be considered as a living document in which the Contractor will be expected to periodically update over the full performance period of this Task Order. It is believed that changes to the Final PMP will be primarily focused on updating the schedules and work sequence diagrams.

**Subtask 9.1.4.2: Project Controls and Meetings (FFP Task)**

The Contractor shall manage the project scope, budget, and schedule. This subtask addresses general project management efforts, including, but not limited to:

- Invoicing and monthly progress reports,
- Oversight of day to-day project activities and preparation of deliverables,
- Correspondence with Reclamation and associated stakeholders,
- Consultant project team management,
- Document control (library),
- 508 compliance (ensuring all electronically posted documents are compliant with Section 508 Amendment to the Rehabilitation Act of 1973 and in accordance to Reclamation Standards), and

- Reclamation Visual Identity standards (ensure all electronically posted and final documents meet Reclamation's Visual Identity standards).

The Contractor shall meet with Reclamation and associated stakeholders, as needed, on a monthly basis through the duration of the project to report on project progress and review task milestones. The Contractor shall facilitate these meetings, provide meeting agendas, develop presentation materials describing project progress, and prepare meeting summary notes. The Contractor shall assume weekly conference calls with Reclamation between meetings.

**Task 9.1.4 Deliverables:**

- 1) Draft and Final PMP/schedule -- electronic copy
- 2) Monthly invoices/progress reports - one (1) hard copy to Reclamation's Contracting Officer, electronic copy to Reclamation's COR
- 3) Meeting agendas materials, meeting notes – electronic copies

**OPTIONAL TASK 1**

Optional Task 1 continues the NEPA compliance process and includes initial efforts toward preparation of a Preliminary Draft EIS, such as development of the Proposed Action, final alternatives development and screening, preparation of affected environment sections, and identification of NEPA analytical tools. Optional Task 1 also includes ESA/MSA-related tasks associated with initial efforts towards preparation of Preliminary Draft BA deliverables, including identification of analytical tools and conducting biological and operational modeling.

**Optional Task 1 - 9.2 NEPA Compliance Process Continued:**

**Task 9.2.1 Optional Task 1: Public Involvement (T&M Task)**

**Subtask 9.2.1.1 Optional Task 1 - Stakeholder Coordination**

The Contractor shall continue to support Reclamation as necessary to coordinate with project stakeholders, USFWS, NMFS, NEPA cooperating agencies, and DNFRs for the ESA/MSA consultation process. The Contractor shall prepare for and attend meetings, provide technical materials, and complete technical meeting summaries for all meetings. Throughout EIS development, the Contractor shall coordinate with Reclamation to ensure that the cooperating agencies, DNFRs, and other stakeholder's input is considered and addressed, as appropriate.

**Task 9.2.1 Optional Task 1 Deliverables:**

- 1) Draft and Final Stakeholder Meeting Materials and Technical Summaries – drafts as electronic versions, finals as hard copy 10-page handouts (up to 500 copies), etc.

### **Task 9.2.2 Optional Task 1 –No Action Alternative Development (FFP Task)**

Task 9.2.2 Optional Task 1 is a continuation of Subtask 9.1.2.2. The Contractor shall finalize the description of the No Action Alternative. The No Action should be based on the operations moving forward into the future without the Proposed Action. Prior to completion of this subtask, the Contractor shall ensure that adequate preliminary Affected Environment/Baseline information has been collected and developed to support preparation of a complete No Action Alternative description. The No Action Alternative should describe the future conditions without the project at the year 2070, which may include scenarios with and without implementation of the CWF and multiple climate change scenarios. The Contractor shall describe how the No Action Alternative is different from conditions that existed at the point in time when the NOI was published. If differences exist, the EIS shall include comparisons of the alternatives to both the existing conditions and the No Action Alternative. The Contractor shall coordinate closely with Reclamation to develop the No Action Alternative.

#### **Task 9.2.2 Optional Task 1 Deliverables:**

- 1) Draft and Final No Action Alternative TM - ten (10) hard copies and ten (10) CDs

### **Task 9.2.3 Optional Task 1–Alternatives Development and Screening (T&M Task)**

Task 9.2.3 Optional Task 1 is a continuation of Subtask 9.1.2.3. The Contractor shall describe a sufficient range of alternatives to the Proposed Action, including the description of the environmentally preferable alternative. The range of alternatives shall consider comments from public scoping, Reclamation, USFWS, NMFS, DWR, SWRCB, stakeholders, and previously developed documents associated with operation of the CVP and SWP. The Contractor shall develop and implement screening criteria and a screening process to narrow the range of alternatives that will proceed into the detailed impact assessment. The screening criteria shall include, but are not limited to, factors such as meeting the P&N, engineering and economic feasibility, environmental effects, effectiveness, and socioeconomic effects. The Contractor shall apply the screening process to narrow the range of alternatives and identify the alternatives that best meet the screening criteria. The alternatives remaining after this screening process shall be carried forward for evaluation in the EIS. The Contractor shall assume that up to six (6) alternatives, with potential for a maximum of up to two (2) sub-alternatives each, will be carried forward for detailed analysis in the EIS, including the No Action Alternative.

The Contractor shall develop appraisal level designs and cost estimates for all identified options and alternatives of a structural nature and provide technical memorandums for each. The technical memorandums shall describe the physical features and attributes of each option and provide itemized cost estimates. Reclamation and/or other agencies will provide available field and aerial surveys, topographic and bathymetric maps, and geologic and geotechnical data to support this task. The Contractor will be expected to use the provided data, make assumptions, and perform water surface or other modeling to develop the appraisal level designs and cost estimates. Subgroups will be formed of agency staff to assist the Contractor in the development of the required engineering design criteria.



Task 9.2.3 Optional Task 1 Deliverables:

- 1) Draft and Final Development of Alternatives TM - ten (10) hard copies and ten (10) CDs

**Task 9.2.4 Optional Task 1 - Project Description (FFP Task)**

The Project Description will be consistent with the Proposed Action for ESA Section 7 consultation on the LTO. The Contractor shall describe in detail the action alternatives carried forward from the Alternatives Screening Task, including the No Action Alternative. An Administrative Draft Project Description TM shall be submitted to Reclamation for review, comment and approval. Changes and adjustments shall be made to the Administrative Draft Project Description based on comments from Reclamation and associated stakeholders (such as DWR, USFWS, NMFS, and NEPA cooperating agencies). The Contractor shall prepare and submit a Final Administrative Draft Project Description TM incorporating appropriate comments from Reclamation and associated stakeholders. The deliverable from this task will be used as the Draft Project Description and Alternatives section for inclusion in the Administrative Draft EIS.

Task 9.2.4 Optional Task 1 Deliverables:

- 2) Draft and Final Project Description (including Purpose and Need Statement and Background) TM – ten (10) hard copies and ten (10) CDs

**Task 9.2.5 Optional Task 1: Preliminary Draft EIS Sections (FFP Task)**

The Contractor shall conduct initial efforts toward preparation of a Preliminary Draft EIS, including identification of the analytical tools to be used in the NEPA analyses and a description of the affected environment for the following resources (at a minimum):

- Surface water resources and water supplies
- Surface water quality
- Groundwater resources and groundwater quality
- Energy
- Fish and aquatic resources
- Terrestrial biological resources
- Geology and soils resources
- Agricultural resources
- Land use
- Visual resources
- Recreation resources
- Air quality and Greenhouse Gas Emissions
- Cultural resources
- Hazards, hazardous materials, and public health
- Noise
- Transportation and traffic
- Socioeconomics, including agricultural economics

- Indian trust assets
- Environmental justice
- Other NEPA required sections related to growth inducement, long-term commitment of resources, etc.

#### Subtask 9.2.5.1 Optional Task 1 - Affected Environment

The Contractor shall describe the affected environment for the environmental resources to be evaluated, as listed above. The level of detail shall be consistent with the level of detail needed to analyze the environmental effects of implementing the various alternatives on the physical, biological, and socioeconomic resources. Data shall be compiled and presented in technical appendices, as needed, and summarized in the body of the EIS. The technical appendices and summaries shall include sufficient detail to be directly used for alternative analyses.

#### Subtask 9.2.5.2 Optional Task 1 - Analytical Tools for NEPA Analyses

This task builds off of Subtask 9.3.2 and assumes completion of a preliminary list of analytical tools to be used in the analysis of biological effects of the Proposed Action. Under this subtask, the Contractor shall review the preliminary list of analytical tools developed under Subtask 9.3.2 and recommend appropriate tools to be used in the comparative analyses required under NEPA to evaluate impacts to the physical, biological, and socioeconomic environment. It is assumed that various hydrologic and hydrodynamic models, water quality models, groundwater models, economics models, temperature models, biological models, statistical relationships, conceptual models, and habitat models for fish, wildlife and plants will be required to evaluate impacts using best available science. It is assumed that CalSim II (and/or CalSim III if available and peer reviewed) and DSM2 will be used for water supply and water quality modeling.

The No Action Alternative developed under Subtask 9.2.2 will describe the future conditions without the project at the year 2070, and may include scenarios with and without implementation of the CWF and multiple climate change scenarios. Reclamation will be responsible for development of the modeling assumptions for the No Action Alternative(s) modeling scenario(s).

The primary model that may form the basis of the groundwater analysis is the United States Geological Survey (USGS) Central Valley Hydrologic Model (CVHM) and the Central Valley Hydrologic Model-Delta (CVHM-D). These models are three-dimensional, finite-difference groundwater flow models that cover the Central Valley of California, including the Delta, to perform the groundwater impacts assessment for the CVP and SWP service areas. These models have been specifically developed to assess impacts due to surface water scarcity in these areas of California.

Physical processes including hydraulics and sediment transport may be modeled using the United States Army Corps of Engineer's Hydrologic Engineering Center River Analysis System (HEC-RAS), Reclamation's Sedimentation and River Hydraulics one-dimensional model (SRH-1D), which has a sediment and a vegetation component for modeling geomorphic and vegetation establishment effects, or Reclamation's Sedimentation and River Hydraulics two-dimensional model with depth-averaged results (SRH-2D). Modeling activities under this task may also include use of the DWR SCHISM 3D model,

which is being built into the NMFS life-cycle model Delta submodel and was used for recent drought barrier projects.

It is anticipated that the Contractor will work with Reclamation to develop recommendations to analyze extreme flood events throughout the system. For example, the HEC-RAS unsteady state models (UNET) may be recommended in conjunction with the Hydrologic Engineering Center's Flood Damage Assessment model (HEC-FDA) to estimate changes in flood damages resulting from the Proposed Action and alternatives, as appropriate.

The primary model that may be used to form the basis of the agricultural economic analysis is the SWAP model for the Central Valley. The primary model that may be used to form the basis of the analysis of municipal and industrial economics is the California Water Economics Spreadsheet Tool (CWEST). The regional economic effects of income and employment on primary, secondary, and tertiary sectors may be evaluated using IMPLAN. Effects on energy resources may be evaluated using LTGen and SWP Power models.

Potential biological impacts of the Proposed Action may be evaluated using output from various models which may include, but not be limited to, Delta Smelt and anadromous salmonids life cycle models (if available), Upper Sacramento River Water Quality Model (USRWQM), Reclamation temperature models (HEC-5Q, the Reclamation Temperature Model, etc.), Reclamation Egg Mortality Model, SALMOD, IOS, OBAN, Delta Passage Model, WUA, SacPAS, RAFT, and similar models (or best scientifically valid peer reviewed models available with coordination from Reclamation, DWR, USFWS, and NMFS).

The Contractor shall provide technical review of model application and analysis in support of Reclamation. This will include review of appropriate modeling simulations that include hydrodynamics, water quality, water temperature, and regulatory simulation of the CVP and SWP system at both an existing and future level of development. The modeling will represent operational and regulatory conditions such as the 1986 Coordinated Operations Agreement (COA), the State Water Resources Control Board (SWRCB) Decision 1641, the Central Valley Improvement Act (CVPIA), and water transfers using assumptions acceptable to Reclamation. The Contractor shall prepare a technical memorandum documenting the assumptions for all models and review of model application results for all models. The Contractor will provide summary tables of all of the assumptions that went into the appropriate models. The Contractor shall also prepare a specific technical appendix on the CalSim II (or CalSim III if available) modeling conducted.

If necessary, the Contractor shall suggest additional tools or modifications to existing tools. The Contractor shall review the recommended tools and applicable modifications with Reclamation for final selection. Development of new tools is not anticipated.

Task 9.2.5 Optional Task 1 Deliverables:

- 1) Draft Affected Environmental Sections – electronic copy
- 2) Draft and Final Analytical Tools List for NEPA analyses- electronic copy
- 3) CalSim II (and/or CalSim III) Technical Appendix – electronic copy

4) Modeling Assumptions and Results Technical Appendix – electronic copy

**Optional Task 1 - 9.3 ESA and MSA Compliance Process:**

**Task 9.3.1 Optional Task 1: Preliminary Draft Biological Assessment**

The Contractor shall develop a Preliminary Draft BA covering both aquatic and terrestrial species drawing largely from two sources: previous documents completed for ESA Section 7 and MSA consultation on the LTO and CWF environmental compliance documents. As appropriate, in developing the BA, the Contractor will rely on Reclamation's 2008 aquatic species BA, Reclamation's 2008 terrestrial species BA, the 2008 USFWS BO, the 2011 USFWS Draft BO, the 2009 NMFS BO, the 2014 updated proposed action, the 2016 CWF BA, the CWF BOs (when available), the 2016 LTO EIS, information developed during the 2011-2016 NEPA process on the LTO, and other applicable documents. In addition, the Contractor will incorporate input from the Collaborative Science and Adaptive Management Program (CSAMP) and other stakeholder input as directed by Reclamation. Preparation of the Preliminary Draft BA will be completed in parallel with the NEPA process, and shall include substantial coordination with staff at Reclamation's BDO and Central Valley Operations Office (CVO), DWR, Federal and state resource agencies, water users, and non-governmental organizations (NGOs).

**Subtask 9.3.1.1 Optional Task 1 – Development of Introductory Sections (FFP Task)**

The Contractor shall develop the introductory sections necessary to provide context to the BA. These sections include:

- Identification of the proposed action area (counties, township, range and section)
- Purpose of the BA
- Identification of the endangered, threatened, and proposed species that are in the proposed action area. The Contractor shall produce a preliminary list of these species that shall be reviewed and approved by the Government, primarily Reclamation, USFWS, and NMFS. If appropriate, and after discussions with Reclamation staff, the Contractor shall include candidate species, sensitive species, and species of concern in the preliminary list and introductory sections of the BA
- Description of the designated and proposed critical habitat encompassed in the proposed action area
- Description of Essential Fish Habitat (EFH)
- Description of the consultation to date - the Contractor shall develop a section that delineates the consultation to date by including and summarizing meetings and correspondence that were important to the decision-making process

**Subtask 9.3.1.2 Optional Task 1 – Description of the Proposed Action and Action Area (T&M Task)**

The Contractor shall develop a description of the Proposed Action that incorporates all components of the coordinated long-term operation of the CVP and SWP, including new Delta conveyance, habitat restoration, and other Reclamation actions. The description of the Proposed Action shall include: (1) what the action is; (2) where the action will take place; (3) when the action will take place; (4) Reclamation's authority to take the action (including potential requests to amend the existing SWRCB water right permit

that Reclamation currently operates to), as well as any applicants (including DWR) that are part of the consultation process; (5) measures that relate to how the action will be accomplished; and (6) conservation measures such as avoidance and minimization measures, seasonal restrictions, compensation, or restoration/creation. The Proposed Action description shall include appropriate maps and figures to illustrate the location and appropriate details narrated in the project description. The project maps and narratives shall describe all the areas to be affected directly or indirectly by the Federal action. A general description of the long-term contract terms by CVP Division is anticipated to be included in the Proposed Action and attached as an appendix to the BA.

This task shall largely rely on available information compiled during the NEPA and ESA Section 7 consultation processes associated with the LTO and CWF, as well as new information made available through CSAMP, public outreach, and facilitated stakeholder engagement processes developed under this task order.

**Subtask 9.3.1.3 Optional Task 1 – Species Accounts and Status of the Species in the Action Area (FFP Task)**

The Contractor shall complete species accounts and a description of the status of the species identified in the introductory sections of the BA. Only aspects of the biology that relate to the effects of the action shall be included in the species accounts. Life history (e.g., longevity, age distribution, age to maturity, reproductive strategies, recruitment, seasonal distribution patterns, biogeography; food habits, niche, life cycle, host and symbionts, predators and competitors; and disease factors) and population dynamics (e.g., population size, variability and stability) shall be included in the species account. The Contractor shall also include the habitat used by these species, including habitat condition and habitat designation, habitat characterization (essential vs. marginal), and habitat use patterns.

The Contractor shall include in the status of the species description the reasons for listing of the species, previously identified range-wide trends, and identified new threats. New scientific information developed since the latest environmental compliance shall be incorporated.

This section should also include the results of relevant biological studies or surveys.

**Task 9.3.1 Optional Task 1 Deliverables:**

- 1) Preliminary Draft Introductory Sections- electronic copy
- 2) Preliminary Draft Proposed Action and Action Area Technical Memorandum - electronic copy
- 3) Preliminary Draft Species Accounts and Status of Species in Action Area – electronic copy

**Task 9.3.2 Optional Task 1: Analytical Tools (FFP Task)**

The Contractor shall identify appropriate tools (e.g., models, research, business practices) to be used to evaluate impacts to the biological environment. It is assumed that various hydrologic and hydrodynamic models, temperature models, biological models for different life stages of fish species, statistical relationships between physical conditions and fish species, conceptual models for ecological conditions and individual fish species, and habitat models for fish, wildlife and plants may be required to evaluate

biological impacts using best available science. It is assumed that CalSim II (and/or CalSim III if available and peer reviewed) and DSM2 will be used for water supply and water quality modeling. Potential biological impacts of the Proposed Action will be evaluated using output from various models which may include, but not be limited to, Delta Smelt and anadromous salmonids life cycle models (if available), Upper Sacramento River Water Quality Model (USRWQM), Reclamation temperature models (HEC-5Q, the Reclamation Temperature Model, etc.), Reclamation Egg Mortality Model, SALMOD, IOS, OBAN, Delta Passage Model, WUA, SacPAS (if available), River Assessment for Forecasting Temperature (RAFT) (if available), and similar models (or best scientifically valid peer reviewed models available with coordination from Reclamation, DWR, USFWS, and NMFS). Potential biological impacts of the Proposed Action may be evaluated using ecohydraulic tools utilizing platform-independent 1D/2D/3D hydrodynamic modeling.

If necessary, the Contractor shall suggest modifications to existing tools. The Contractor shall review the recommended tools and applicable modifications with Reclamation for final selection. Development of new tools by the Contractor is not anticipated with the possible exception of municipal and industrial water economics. However, the Contractor may be requested to develop new output tools for displaying or analyzing results. The models and analytical tools utilized in the effects analysis should be peer reviewed and considered to provide the best available scientific and commercial data.

Task 9.3.2 Optional Task 1 Deliverables:

- 1) Preliminary and revised analytical tools list and detailed description – electronic copy.

**Task 9.3.3 Optional Task 1: Biological and Operational Modeling (T&M Task)**

The Contractor shall conduct, as appropriate and with the approval of the Government, operational and biological modeling activities necessary to evaluate the effects associated with the Proposed Action. Modeling activities shall be consistent with the analytical tools identified in the previous task. The Contractor shall provide model application and analysis for a maximum of fourteen (14) modeling simulations that may include operational and biological modeling, hydrodynamics, water quality, water temperature and regulatory simulation of the CVP and SWP system. The Proposed Action and a base model run/scenario will be two of the simulations modeled. Reclamation will be responsible for development of the modeling assumptions for the base model run/scenario. The modeling will represent operational and regulatory conditions such as the 1986 Coordinated Operations Agreement (COA), the State Water Resources Control Board (SWRCB) Decision 1641, the Central Valley Improvement Act (CVPIA), and water transfers using assumptions acceptable to Reclamation. The Contractor shall prepare a technical memorandum documenting the assumptions and review of model application results. The Contractor shall also prepare technical appendices describing the operational and biological modeling conducted.

At completion of this task, it is anticipated that the selection of models to be used in the analyses, the modeling assumptions, and the technical appendices describing the operational and biological modeling conducted will undergo independent peer review under a separate task order at Reclamation's discretion. Under this task, the Contractor will participate in the peer review process, evaluate the recommendations

provided by the peer review panel, and incorporate selected recommendations into the Task order deliverables as directed by Reclamation.

Task 9.3.3 Optional Task 1 Deliverables:

- 1) Modeling output files for up to fourteen (14) modeling simulations – electronic copy
- 2) Technical appendices describing operational and biological modeling conducted - twenty (20) hard copies (up to 4,000 pages) with appendices on CDs/DVDs, twenty (20) CDs/DVDs

**Task 9.3.4 Optional Task 1: Agency and NEPA/CSAMP Coordination (T&M Task)**

The Contractor shall schedule and participate in separate biweekly interagency technical meetings in consultation with Reclamation, USFWS, NMFS, and DWR as needed throughout development of the BA. These interagency technical meetings are intended to provide coordination among the Federal and state agencies involved in the ESA Section 7 consultation process and to strive for the effective and efficient completion of the BA. The Contractor shall provide meeting summaries to Reclamation within five (5) calendar days following each meeting. After review by Reclamation, the meeting summaries shall be distributed to the meeting participants to memorialize any decisions made and document action items committed to during the interagency technical meetings.

The Contractor shall also participate in up to 10 meetings and workshops associated with the NEPA process. The Government shall determine the date, time and location of the meetings and the Contractor shall attend the meetings. The Contractor shall provide discussion summaries to Reclamation within five (5) calendar days following each meeting describing how the information presented during the meeting affects the Section 7 consultation process, and more specifically, the compliance documentation. In addition, when directed by the Government, the Contractor shall ensure that the NEPA and ESA processes are closely coordinated and inform each other. Consequential information stemming from this coordination should be documented via emails or memoranda, as appropriate.

The Contractor shall participate in the CSAMP process, as needed, or be aware of the information generated by the CSAMP. As directed by the Government, the Contractor shall assist in development of up to ten (10) technical memoranda or analyses associated with Reclamation's participation in and coordination with CSAMP. In addition, the Contractor shall provide discussion summaries to Reclamation within five (5) calendar days following each CSAMP meeting the Contractor attends describing how the information presented during the meeting affects the ESA Section 7 consultation process, and more specifically, the compliance documentation. If the Contractor does not attend the meeting, the Contractor shall review the meeting minutes to provide the discussion summaries. The Contractor shall incorporate approved information stemming from the CSAMP into the BA.

Task 9.3.4 Optional Task 1 Deliverables:

- 1) Biweekly technical meeting summaries - electronic copy
- 2) Up to ten (10) discussion summaries describing how the information presented during NEPA meetings affects the ESA Section 7 consultation and associated compliance documentation - electronic copy

- 3) Documentation of consequential information stemming from NEPA/ESA coordination - electronic copy
- 4) Up to ten (10) technical memoranda or analyses associated with CSAMP
- 5) Up to ten (10) discussion summaries describing how the information presented during a CSAMP meeting affects the ESA Section 7 consultation and NEPA processes

**Optional Task 1 - 9.4 Administrative Record (FFP):**

This task is a continuation of the above *Task 9.1.3 Administrative Record*, assuming ongoing preparation of the AR and compilation of additional materials throughout completion of the NEPA and ESA/MSA-related tasks included under Optional Task 1.

**Task 9.4 Optional Task 1 Deliverables:**

- 1) Complete AR - electronic copy (hard drive, CD/DVD)

**Optional Task 1 - 9.5 Project Management (FFP Task):**

This task is a continuation of the above *Task 9.1.4 Project Management*, assuming additional revisions of the PMP and focusing on updating the schedule and work sequence diagrams, as well as ongoing project management meetings and additional deliverables throughout completion of the tasks included under Optional Task 1.

**Task 9.5 Optional Task 1 Deliverables:**

- 1) Additional revisions to the PMP/schedule – electronic copy
- 2) Additional monthly invoices/progress reports - one (1) hard copy to Reclamation's Contracting Officer, electronic copy to Reclamation's COR
- 3) Additional meeting agendas materials, meeting notes – electronic copies

**OPTIONAL TASK 2**

Optional Task 2 continues the NEPA and ESA/MSA compliance processes and includes preparation of two Administrative Draft BAs, a Public Draft EIS, conducting public workshops on the Draft EIS, associated project management and administrative record efforts, and agency/stakeholder coordination.

**Optional Task 2 - 9.6 NEPA Compliance Process Continued:**

**Task 9.6.1 Optional Task 2: Public Involvement (T&M Task)**

**Subtask 9.6.1.1 Optional Task 2 - Stakeholder Coordination**

The Contractor shall continue to support Reclamation as necessary to coordinate with project stakeholders, USFWS, NMFS, NEPA cooperating agencies, and DNFRs for the ESA/MSA consultation process. The Contractor shall prepare for and attend meetings, provide technical materials, and complete



technical meeting summaries for all meetings. Throughout EIS development, the Contractor shall coordinate with Reclamation to ensure that the cooperating agencies, DNFRs, and other stakeholder's input is considered and addressed, as appropriate.

**Subtask 9.6.1.2 Optional Task 2 - Draft EIS Public Workshops**

The Contractor shall assist Reclamation in preparing up to four (4) public workshops following the release of the Draft EIS; one (1) or two (2) in or near Sacramento and/or the Delta, one (1) in northern California, and one (1) in the Central Valley. The Contractor shall coordinate pre-meeting planning activities with Reclamation and Reclamation's facilitator by assisting with defining meeting objectives and format; determining locations; preparing notifications, press releases, e-mails, handouts, comment cards, poster boards, presentations, and other presentation and information gathering materials; assisting presenters with presentation materials; coordinating meeting logistics; attending workshops; tracking comments; documenting workshops; and preparing workshop technical summaries. The Contractor shall submit draft documents and materials and work with Reclamation and Reclamation's facilitator to finalize activities and materials. Court reporters, transcripts, and translators, as needed, will be provided under separate task order by Reclamation's facilitator and are not included under this task.

**Task 9.6.1 Optional Task 2 Deliverables:**

- 2) Draft and Final Stakeholder Meeting Materials and Technical Summaries – drafts as electronic versions, finals as hard copy 10-page handouts (up to 500 copies), etc.
- 3) Draft and Final Public Workshop/Meeting Materials - drafts as electronic versions, finals as poster boards, 10-page hard copy handouts (up to 500), etc.
- 4) Draft and Final Public Workshop Summary TMs - One (1) hard copy, electronic copy

**Task 9.6.2 Optional Task 2: Public Draft EIS (FFP Task)**

The Contractor shall prepare a Draft EIS for public review and comment in accordance with NEPA, as amended, the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA (40 Code of Federal Regulations (CFR) Part 1500-1508), the Department of Interior's (DOI) regulations for implementing NEPA (43 CFR Part 46), and the Reclamation NEPA Handbook (latest version available). The Draft EIS shall include, but not be limited to, an affected environment, effects analyses, and cumulative effects analyses for the resources in the physical, biological, and socioeconomic environment listed above in Subtask 9.3.3 (at a minimum). The Contractor shall complete preparation of a Public Draft EIS utilizing the deliverables developed under the Base Task order as described above and as directed by Reclamation, as well as those developed under Optional Task 1.

**Subtask 9.6.2.1 Optional Task 2 – Modeling/Effects Analysis**

The Contractor shall provide full analyses for all environmental resources for up to six (6) alternatives (with up to two potential sub-alternatives each), including the No Action Alternative. The analytical tools selected and modified in Subtask 9.3.3.2 shall be used to assess the performance of the alternatives. Some amount of iteration between analytical tools and alternatives evaluation should be anticipated as part of

this process. Resource areas that cannot be assessed using analytical tools shall be assessed based on other quantitative tools or in a qualitative manner. The action alternatives shall be compared to the No Action Alternative to determine effects. In addition, a comparison of the action alternatives to the existing conditions shall also be displayed, if applicable. The evaluation of effects shall be described in both quantitative and qualitative terms.

#### Subtask 9.6.2.2 Optional Task 2 - Cumulative Effects Analysis

Cumulative effects shall include all other actions being considered by any federal, state, or local agency that are technically feasible and reasonably foreseeable. The analysis shall include other processes that may affect the operational framework of the CVP/SWP. Projects included may be different for each environmental resource. The Contractor shall document the cumulative effects methodology in a TM for Reclamation's review. The methodology shall include potential projects to be included in the cumulative analysis. Reclamation will provide comments on the methodology, which shall be incorporated in the Draft EIS as directed by Reclamation. The cumulative effects analysis will not include modeling simulations.

#### Subtask 9.6.2.3 Optional Task 2 - Mitigation Measures

The Contractor shall develop and analyze mitigation measures necessary to avoid, offset, or otherwise reduce impacts. The Draft EIS shall present measures that partially or fully mitigate impacts associated with the alternatives. An analysis of the mitigation measures shall be performed to determine the possibility of indirect impacts due to the implementation of mitigation measures. The Contractor shall provide Reclamation with a draft Mitigation Measures TM for review and comment. The revised Mitigation Measures TM that reflects Reclamation's comments will be the basis of the Mitigation Measures identified in the Draft EIS.

#### Subtask 9.6.2.4 Optional Task 2 – First Administrative Draft EIS

The Contractor shall prepare a First Administrative Draft EIS (1<sup>st</sup> Admin Draft), including all the applicable sections in the subtasks above, Technical Appendices and supporting figures and graphics. The 1<sup>st</sup> Admin Draft shall be organized and formatted to meet NEPA requirements and include sections related to regulatory compliance, consultation and coordination, list of preparers, references, etc. Reclamation and the NEPA cooperating agencies shall review the document and provide comments to the Contractor.

#### Subtask 9.6.2.5 Optional Task 2 – Second Administrative Draft EIS

The Contractor shall develop responses to all of the comments received on the 1<sup>st</sup> Admin Draft, incorporate comments into the Draft EIS, and prepare a Second Administrative Draft EIS (2<sup>nd</sup> Admin Draft), including all the applicable sections in the subtasks above, Technical Appendices and supporting figures, and graphics. The 2<sup>nd</sup> Admin Draft shall be organized and formatted to meet NEPA requirements and include sections related to regulatory compliance, consultation and coordination, list of preparers,

references, etc. Reclamation, the NEPA cooperating agencies, and other stakeholders shall review the document and provide comments to the Contractor.

**Subtask 9.6.2.6 Optional Task 2 - Backcheck Review Draft EIS**

The Contractor shall review the comments on the 2<sup>nd</sup> Admin Draft, revise the text accordingly, and prepare a Backcheck Review Draft EIS (Backcheck Draft). The Contractor shall document the manner in which each comment has been addressed in the document. The Contractor shall prepare a Public Draft EIS for public distribution that incorporates Reclamation and cooperating agency comments on the 1<sup>st</sup> Admin Draft, 2<sup>nd</sup> Admin Draft and Backcheck Draft of the EIS. The Contractor shall make available up to five (5) printed copies of the preliminary print-ready Public Draft EIS for Reclamation's final review and approval. The Contractor shall assume limited comments on the print-ready draft.

**Subtask 9.6.2.7 Optional Task 2 - Public Draft EIS**

Upon Reclamation final review and acceptance, the Contractor shall make requested text revisions and prepare and duplicate the Public Draft EIS and Appendices for public release. The Contractor shall prepare draft and final Notices of Availability (NOAs) for publication in the Federal Register. A draft NOA shall be provided to Reclamation for review and comment. Upon incorporating Reclamation's comments, the Contractor shall provide a final NOA to Reclamation for the Federal Register. The Contractor shall also provide a draft press release to be used by Reclamation's Public Affairs Office to notify the public about the availability of the Draft EIS.

**Task 9.6.2 Optional Task 2 Deliverables:** (includes mailing to NEPA cooperating agencies and public when appropriate, and distribution to select libraries):

- 1) Draft Cumulative Effects Methodology TM - electronic copy
- 2) Draft Mitigation Measures TM- electronic copy
- 3) 1<sup>st</sup> Admin Draft EIS - twenty (20) hard copies (up to 5,000 pages) with one (1) hard copy of the appendices, twenty (20) CDs/DVDs including full Admin Draft and appendices, electronic copy.
- 4) 2<sup>nd</sup> Admin Draft EIS - twenty (20) hard copies (up to 5,000 pages) with one (1) hard copy of the appendices, twenty (20) CDs/DVDs including the full Admin Draft and appendices, one (1) electronic version formatted for posting on Reclamation's website.
- 5) Backcheck Draft EIS - twenty (20) hard copies (up to 5,000 pages) with one (1) hard copy of appendices, twenty (20) CDs/DVDs
- 6) Print-Ready Draft EIS - five (5) hard copies (up to 5,000 pages) with appendices on CD/DVD
- 7) Pubic Draft EIS - fifty (50) hard copies (up to 5,000 pages) with five (5) hard copies of appendices, one hundred (100) CDs/DVDs that include the full Draft EIS and appendices, one (1) electronic version formatted for posting on Reclamation's website.
- 8) Draft and Final NOAs - electronic copy

**Optional Task 2 - 9.7 ESA and MSA Compliance Process Continued:**

Task 9.7 Optional Task 2 includes preparation of two Admin Draft BAs, as well as technical and stakeholder engagement support during the ESA Section 7 and MSA consultation process.

### **Task 9.7.1 Optional Task 2: Administrative Draft BAs (FFP Task)**

#### **Subtask 9.7.1.1 Optional Task 2 – Effects of the Action**

The Contractor shall identify and evaluate effects that are essentially caused by the Proposed Action, as developed under *Subtask 9.3.1.2 Optional Task 1 - Description of the Proposed Action and Action Area* for all species included in the analysis. The Contractor shall utilize modeling results and other tools that depict the effects of the action and determine if conditions could result in additional take of the species. Environmental baseline conditions, as defined by the Endangered Species Consultation Handbook (USFWS and NMFS 1998) should be characterized to allow effect analysis.

The effects analysis shall address direct, indirect, interrelated, and interdependent effects and needs to provide the necessary information to describe the relationship between the direct and indirect effects of the action. Factors to be considered in describing direct and indirect effects include: (1) the proximity of the action to the species or designated critical habitat; (2) the geographic areas where the disturbance occurs; (3) the timing of the relationship to sensitive periods of a species life cycle; (4) the nature of the effects; (5) the duration of the effects; and (6) the disturbance frequency. In addition, the Contractor shall describe the species' response to the proposed action, including the sensitivity to change, resilience, and recovery rate. When possible, the Contractor shall also quantitatively estimate the incidental take for each listed aquatic species associated with the Proposed Action.

The Contractor shall describe the level to which the functionality of designated and proposed critical habitat would be affected by the Proposed Action. The Contractor shall describe the manner in which the designated or proposed critical habitat would be affected by the Proposed Action.

The CSAMP, the CWF ESA Section 7 and NEPA processes, the LTO NEPA process, and on-going stakeholder engagement, are expected to substantially inform this task. However, the Contractor, through consultations with Reclamation and the resource agencies, shall implement, with approval from Reclamation, an approach for the effects analysis that focuses on the aggregate effects of the Proposed Action. This approach will be within the framework and guidance provided by Reclamation and the resource agencies.

At completion of this task, it is anticipated that the effects analysis will undergo independent peer review under a separate task order at Reclamation's discretion. Under this task, the Contractor will participate in the peer review process, evaluate the recommendations provided by the peer review panel, and incorporate selected recommendations into the task order deliverables as directed by Reclamation.

#### **Subtask 9.7.1.2 Optional Task 2 – Cumulative Effects**

The Contractor shall prepare the cumulative effects section of the BA, which shall discuss future state, Tribal, local, or private actions, not involving Federal activities, that are reasonably certain to occur in the action area.

**Subtask 9.7.1.3 Optional Task 2 – Conclusion and Determination**

Based on the effects of the action, the Contractor shall develop a section presenting an overall conclusion for each species and critical habitat analyzed in the BA, consistent with ESA regulations and policy. The Contractor, in consultation with Reclamation staff, shall determine if the effects for each species analyzed would fall within one of the following categories:

- No Effect
- Not Likely to Adversely Affect
- Likely to Adversely Affect

The Contractor shall include language justifying the identified determination for each species and designated and proposed critical habitat.

**Subtask 9.7.1.4 Optional Task 2 – Literature Cited and List of Contributors/Preparers**

Following the appropriate guidelines, the Contractor shall provide a literature cited section containing all of the literature that was cited in the BA.

**Subtask 9.7.1.5 Optional Task 2 – Evaluation of Essential Fish Habitat**

As part of the preparation of the BA, the Contractor shall prepare an EFH assessment that satisfies the requirements of the MSA. The EFH assessment shall draw upon the description of the Proposed Action contained in the BA. The EFH assessment prepared by the Contractor shall:

- evaluate the potential adverse effects on EFH and the managed species
- propose mitigation, if applicable

**Subtask 9.7.1.6 Optional Task 2 – First Administrative Draft Biological Assessment**

The Contractor shall prepare a First Administrative Draft BA including all the applicable sections in the subtasks above. Reclamation and others shall review the document and provide comments to the Contractor.

**Subtask 9.7.1.7 Optional Task 2 – Second Administrative Draft Biological Assessment**

The Contractor shall develop responses to comments received on the First Administrative Draft BA, incorporate comments into the BA, and prepare a Second Administrative Draft BA including all the applicable sections in the subtasks above. Reclamation and others shall review the document and provide comments to the Contractor.

**Task 9.7.1 Optional Task 2 Deliverables:**

- 1) Effects Analysis Populated Outline – electronic copy
- 2) Preliminary Draft Effects Analysis and Cumulative Effects – electronic copy
- 3) Preliminary Draft EFH Assessment- electronic copy

- 4) First Administrative Draft BA – twenty (20) hard copies (up to 2,500 pages) with appendices on CD/DVD, twenty (20) CD/DVDs, electronic copy
- 5) Second Administrative Draft BA – twenty (20) hard copies (up to 2,500 pages) with appendices on CD/DVD, twenty (20) CD/DVDs, electronic version formatted for posting on Reclamation’s website

**Task 9.7.2 Optional Task 2: Agency and NEPA/CSAMP Coordination (T&M Task)**

This task is a continuation of the above *Task 9.3.4 Optional Task 1 - Agency and NEPA/CSAMP Coordination*, assuming ongoing participation in separate biweekly interagency technical meetings in consultation with Reclamation, USFWS, NMFS, and DWR as needed throughout completion of the ESA/MSA consultation process.

Task 9.7.2 Optional Task 2 Deliverables:

- 1) Biweekly technical meeting summaries - electronic copy

**Optional Task 2 - 9.8 Administrative Record (FFP Task):**

This task is a continuation of the above *Task 9.4 Optional Task 1 - Administrative Record*, assuming ongoing preparation of the AR and compilation of additional materials throughout completion of the tasks under Optional Task 2.

Task 9.8 Optional Task 2 Deliverables:

- 2) Complete AR - electronic copy (hard drive, CD/DVD)

**Optional Task 2 - 9.9 Project Management (FFP Task):**

This task is a continuation of the above *Task 9.5 Optional Task 1 - Project Management*, assuming additional revisions of the PMP and focusing on updating the schedule and work sequence diagrams, as well as ongoing project management meetings and additional deliverables throughout completion of the tasks under Optional Task 2.

Task 9.9 Optional Task 2 Deliverables:

- 4) Additional revisions to the PMP/schedule – electronic copy
- 5) Additional monthly invoices/progress reports - one (1) hard copy to Reclamation’s Contracting Officer, electronic copy to Reclamation’s COR
- 6) Additional meeting agendas materials, meeting notes – electronic copies

### OPTIONAL TASK 3

Optional Task 3 further continues the NEPA and ESA/MSA compliance processes and includes development of a Final EIS, ROD, Draft BA, Final BA, associated project management and administrative record efforts, and agency/stakeholder coordination.

#### **Optional Task 3 - 9.10 NEPA Compliance Process Continued:**

Task 9.10 Optional Task 3 includes preparation of a Final EIS and Record of Decision (ROD), as well as technical and stakeholder engagement support through completion of the NEPA process. The Contractor shall develop a Final EIS and ROD based on public and agency comments on the Public Draft EIS.

#### **Task 9.10.1 Optional Task 3: Public Involvement (T&M Task)**

##### Subtask 9.10.1.1 Optional Task 3 - Stakeholder Coordination

The Contractor shall continue to support Reclamation as necessary to coordinate with project stakeholders, USFWS, NMFS, NEPA cooperating agencies, and DNFRs for the ESA/MSA consultation process. The Contractor shall prepare for and attend meetings, provide technical materials, and complete technical meeting summaries for all meetings. Throughout EIS development, the Contractor shall coordinate with Reclamation to ensure that the cooperating agencies, DNFRs, and other stakeholder's input is considered and addressed, as appropriate.

#### **Task 9.10.2 Optional Task 3: Final EIS (FFP Task)**

##### Subtask 9.10.2.1 Optional Task 3 - Responses to Comments

The Contractor shall develop the strategy for identifying and responding to comments received during the public review and comment period. The strategy shall be presented by the Contractor and discussed with Reclamation and the NEPA cooperating agencies. The Contractor shall create and maintain a process for tracking comments and developing responses. The Contractor shall track comments by commenter, issue, and environmental resource area. It is assumed that up to 5,000 separate comments will be received.

The Contractor shall be responsible for meeting NEPA requirements of responding to comments received on the Public Draft EIS. The Contractor shall summarize the major issues from comments received on the Draft EIS. Draft responses shall be prepared consistent with the approved strategy. The Contractor shall provide Draft Responses to Reclamation and the NEPA cooperating agencies for review prior to the completion of the Administrative Final EIS. Backcheck review of the responses to comments shall take place during the review of the Administrative Final EIS. The Contractor shall prepare final responses to comments to be published as a part of the Final EIS that addresses Reclamation and NEPA cooperating agencies' comments.

**Subtask 9.10.2.2 Optional Task 3 - Administrative Final EIS**

The Contractor shall prepare an Administrative Final EIS (Admin Final), including all Technical Appendices. The Admin Final shall include strike out text for deletions and italics for additions or clarifications made to the Draft EIS. Reclamation and the cooperating agencies shall review the document and provide comments to the Contractor. The Contractor shall present and facilitate discussions to resolve issues resulting from the comments.

**Subtask 9.10.2.3 Optional Task 3 - Backcheck Final EIS**

The Contractor shall review the comments on the Admin Final and revise the text accordingly in a Backcheck Final EIS (Backcheck Final). The Contractor shall document the manner in which each comment has been addressed in the document. The Contractor shall prepare a Final EIS for public distribution that incorporates agency comments on the Admin Draft and Backcheck Draft of the EIS. The Contractor shall make available up to five (5) copies of the preliminary print-ready Public Final EIS for Reclamation's final review and approval. The Contractor shall assume limited comments on the print-ready draft.

**Subtask 9.10.2.4 Optional Task 3- Final EIS**

Upon Reclamation's final review and acceptance, the Contractor shall make requested text revisions and prepare the Final EIS and appendices for public release. The Contractor shall prepare draft and final NOAs for publication in the Federal Register. A draft NOA shall be provided to Reclamation for review and comment. The Contractor shall also provide Reclamation with the final NOA that reflects comments on the draft NOA.

**Task 9.10.2 Optional Task 3 Deliverables:** (includes mailing to NEPA cooperating agencies and public when appropriate, and distribution to select libraries):

- 1) Comment/Response Summary – electronic copy and five (5) hard copies
- 2) Administrative Final EIS – twenty (20) hard copies (up to 7,000 pages) with one (1) hard copy of appendices, twenty (20) CDs with full Administrative Final EIS and Appendices, one (1) electronic version formatted for posting on Reclamation's website
- 3) Backcheck Final EIS - twenty (20) hard copies (up to 7,000 pages) with one (one) hard copy of appendices, twenty (20) CDs with Backcheck Final EIS and appendices.
- 4) Print Ready Final EIS – five (5) hard copies (up to approximately 10,000 pages) with appendices on CD
- 5) Final EIS - fifty (50) hard copies with 5 (five) hard copy appendices, one hundred (100) CDs with full Final EIS and appendices, one (1) electronic version formatted for posting on Reclamation's website
- 6) Draft and Final NOAs - electronic copy

**Task 9.10.3 Optional Task 3: Record of Decision (FFP Task)**

The Contractor shall prepare a draft ROD that complies with NEPA and Reclamation's requirements. The draft ROD shall describe the decision, including a summary of comments received on the Final EIS from



all sources (both written and verbal comments), mitigation measures to be adopted, a mitigation monitoring and enforcement program, factors considered in the decision, identification of the environmentally preferable alternative, and a discussion of the alternatives considered. The Contractor shall incorporate Reclamation's comments and prepare a revised draft. Reclamation shall finalize the ROD. Reclamation will provide direction to the Contractor on the format, content, and decisions to be documented in the ROD.

Task 9.10.3 Optional Task 3 Deliverables

- 1) Draft and Final ROD – ten (10) hard copies, ten (10) CDs

**Optional Task 3 - 9.11 ESA and MSA Compliance Process Continued:**

Task 9.11 Optional Task 3 includes preparation of a Draft and Final BA, as well as technical and stakeholder engagement support through completion of the Section 7 ESA and MSA consultation process.

**Task 9.11.1 Optional Task 3: Draft and Final BAs (FFP Task)**

The Contractor shall incorporate Reclamation review comments on the Second Admin Draft BA and prepare a Draft BA. The Draft BA will be distributed for review as directed by Reclamation. The Contractor shall assume an interactive review process where Reclamation, DWR, NMFS, and USFWS will have two rounds of review of the Draft BA. The Contractor shall incorporate Reclamation and associated stakeholder review comments on the Draft BA and prepare a Final BA.

Task 9.11.1 Optional Task 3 Deliverables:

- 1) Draft BA - twenty (20) hard copies (up to 2,500 pages) with appendices on CD/DVD, twenty (20) CDs/DVDs
- 2) Final BA - fifteen (15) hard copies (up to 3,500 pages) with appendices on CD/DVD, fifteen (15) CDs/DVDs

**Task 9.11.2 Optional Task 3: Agency and NEPA/CSAMP Coordination and Facilitation (T&M Task)**

This task is a continuation of the above *Task 9.7.2 Optional Task 2 - Agency and NEPA/CSAMP Coordination*, assuming ongoing participation in separate biweekly interagency technical meetings in consultation with Reclamation, USFWS, NMFS, and DWR as needed throughout completion of the ESA consultation process.

Task 9.11.2 Optional Task 3 Deliverables:

- 1) Biweekly technical meeting summaries - electronic copy

**Task 9.11.3 Optional Task 3: Formal ESA and MSA Consultation Coordination (FFP Task)**

Once the Final BA is transmitted to USFWS and NMFS, the Contractor shall provide technical support by providing additional technical information requested by USFWS and NMFS and approved by Reclamation. Up to ten (10) technical analyses or informational pieces shall be provided by the Contractor. At Reclamation's request, the Contractor shall provide up to three (3) revisions of the BA. The Contractor shall attend up to 20 meetings during formal consultation to discuss the BA and development of the BO. The Contractor shall provide meeting summaries within five (5) calendar days following each meeting. After review by Reclamation, the meeting summaries shall be distributed to the meeting participants to memorialize any decisions made and document action items committed to during the interagency technical meetings.

In addition, the Contractor shall review up to two draft BOs and provide comments to Reclamation. The Contractor shall compile comments on the draft BOs, including comments from stakeholders and Reclamation staff.

Task 9.11.3 Optional Task 3 Deliverables:

- 1) Up to ten (10) additional technical analyses or informational pieces - electronic copies
- 2) Up to three (3) separate revisions of the BA - Five (5) hard copies per separate revision (up to 3,500 pages) with appendices on CD/DVD, 5 (5) CDs/DVDs per revision
- 3) Up to 20 formal consultation meetings summaries - electronic copies
- 4) Comments on up to two (2) drafts of the BO
- 5) Comment matrix compiling comments from Contractor, stakeholders, and Reclamation staff on up to two (2) versions of the draft BO

**Optional Task 3 - 9.12 Administrative Record (FFP Task):**

This task is a continuation of the above *Task 9.8 Optional Task 2 - Administrative Record*, assuming ongoing preparation of the AR and compilation of additional materials throughout completion of the tasks under Optional Task 3.

Task 9.12 Optional Task 3 Deliverables:

- 1) Complete AR - electronic copy (hard drive, CD or DVD)

**Optional Task 3 - 9.13 Project Management (FFP Task):**

This task is a continuation of the above *Task 9.9 Optional Task 2 - Project Management*, assuming additional revisions of the PMP and focusing on updating the schedule and work sequence diagrams, as well as ongoing project management meetings and additional deliverables throughout completion of the tasks under Optional Task 3.

Task 9.13 Optional Task 3 Deliverables:

- 1) Additional revisions to the PMP/schedule – electronic copy
- 2) Additional monthly invoices/progress reports - one (1) hard copy to Reclamation's Contracting Officer, electronic copy to Reclamation's COR
- 3) Additional meeting agendas materials, meeting notes – electronic copies

**10.0 Performance Assessment and Disincentives**

- (a) **Monitoring Performance.** During the course of the evaluation period, the COR will track Contractor performance. Interim (mid-term) evaluations may be provided to identify strengths and weaknesses in the Contractor's performance during the period being evaluated. At the end of the period, the COR will assess the Contractor's performance in accordance with the Quality Assurance Surveillance Plan (QASP) and report to the Contracting Officer.
- (b) **Contractor Self-Assessment.** Following each evaluation period, the Contractor may provide a written self-assessment of its performance to the COR to be considered in its report to the Contracting Officer. The self-assessment shall be submitted not later than 5 working days after the end of each evaluation period. The self-evaluation shall not exceed 1 page per PRS element. The self-assessment shall address both the strengths and weaknesses of the Contractor's performance during the evaluation period. Where deficiencies in performance are noted, the Contractor shall describe the actions planned or taken to correct such deficiencies and avoid their recurrence. The self-assessment itself will NOT be the basis for the Disincentives determination.
- (c) **COR Recommendation.** The COR will consider all evaluations and any other pertinent information, including Contractor self-assessment, and will prepare a report to the Contracting Officer with findings and recommendations. The Contractor will be provided a copy of the draft findings and recommendations of the COR and will be afforded the opportunity to identify factual errors. The COR's draft recommendation is not subject to negotiation and the COR will not engage in discussions with the Contractor. Any errors identified by the Contractor will be addressed by the COR in its final report. The Contractor will be provided a copy of the final COR report at the same time the report is submitted to the Contracting Officer.
- (d) **Payment Determination.** The Contracting Officer may meet with the COR to discuss the COR's report. The Contracting Officer will make a final determination in writing as to the percentage of work successfully completed, and the resulting payment to be made. A copy of the determination will be provided to the Contractor no later than 45 calendar days after the end of the period being evaluated. All Contracting Officer decisions regarding Disincentives are unilateral decisions made solely at the discretion of the Government.
- (e) **Deduction.** Notwithstanding any other clause of this task order, deduction of the Disincentive will be made within the later of 60 days after the end of the evaluation period or 30 days after receipt of an approved invoice.

- (f) The Quality Assurance Surveillance Plan is one evaluation method the government uses to surveillance performance to determine whether the Contractor meets the standards of performance as defined in the PWS. The absence of a QASP for any task order requirement, however, shall not detract from its enforceability or limit the rights or remedies of the government under any other provision of the task order in determining the quality of the Contractor performance.

**QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)/  
PERFORMANCE REQUIREMENTS SUMMARY (PRS)**

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
<b>9.1 NEPA Compliance Process</b>			
9.1.1.1 Stakeholder Coordination	Support coordination with project stakeholders	All specified meetings are scheduled, publicized, and attended	Observation at meetings
		Adequate technical material was provided to support the intended purpose of each meeting	Input from attendees and observation of the meetings
	Provide meeting summaries	Summaries address all technical issues raised and provide meaningful information	Review of meeting summaries
9.1.1.2 Scoping Process	Support the public scoping process	Draft and final NOIs are submitted	Review of NOI
		All logistics and planning issues are addressed and resolved before the meetings	Observation of COR
		All required presentation materials are available for review and comment before the meetings	Comparison of materials provided to materials needed
		All scoping meetings are attended by appropriate Contractor staff	Observation at meetings
		All scoping comments are documented in a TM	Review of Scoping Issues TM
9.1.2.1 Purpose & Need and Background	Develop the Project Background	All relevant studies and history are included	Review of the documents submitted
	Develop a No Action Alternative/Baseline	Addresses all relevant aspects the project might impact if implemented	Review of the documents submitted

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
9.1.2.2 Preliminary No Action Alternative Description	Identify potential differences between the NAA and conditions at the time the NOI is issued	Clearly characterizes differences between the NAA and conditions at the time the NOI is issued; addresses potential for multiple NAA scenarios	Review of the documents submitted
9.1.2.3 Preliminary Alternatives Development	Develop a range of alternatives to the project	Multiple alternatives are developed	Review of the documents submitted
	Coordinate with Reclamation and stakeholders	Describe in detail a range of preliminary alternatives, including the No Action Alternative	
9.1.3 Administrative Record	Identify, acquire and organize the AR	Consists of all of the documents and materials directly or indirectly considered by Reclamation decision-maker	Review of outline, AR and PL TM, and AR
9.1.4.1 Project Management Plan and Schedule	Develop a PMP, work sequence diagram, and schedule for completion of all tasks	Schedule shall be comprehensive and ensure that the NEPA and ESA compliance documents are completed on time	Review of PMP, work sequence diagram, and schedule
9.1.4.2 Project Controls and Meetings	Manage the project scope, budget, and schedule	Unless unforeseen circumstances outside of the Contractor's control occur, the project is completed on time, and with no cost overruns	Review of schedules, invoices, and monthly progress reports
	Prepare invoicing and monthly progress reports		
	Conduct meetings and conference calls with Reclamation and other stakeholders, as needed, on a monthly basis through the duration of the project	Adequately facilitates productive meetings and communications	Observation during meetings and communications
	Provide meeting agendas, materials, and meeting notes	Well prepared for meetings and conference calls	Review of meeting agendas, materials and meeting notes
<b>Option 1 - 9.2 NEPA Compliance Process Continued</b>			

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
9.2.1.1 Stakeholder Coordination	Support coordination with project stakeholders	All specified meetings are scheduled, publicized, and attended	Observation at meetings
		Adequate technical material was provided to support the intended purpose of each meeting	Input from attendees and observation of the meetings
	Provide technical meeting summaries	Summaries address all technical issues raised and provide meaningful information	Review of meeting summaries
9.2.2 No Action Alternative Development	Finalize the NAA	Affected environment sections/baseline information supports preparation of the NAA; potentially multiple NAA scenarios are identified for analysis	Review of the documents submitted
9.2.3 Alternatives Development and Screening	Develop and implement screening criteria and screening process	Screening criteria is applied to narrow the range of preliminary alternatives and identify those suitable and appropriate for detailed analysis in accordance with NEPA	Review of the documents submitted
	Identify a final range of alternatives to the Proposed Action	Describe the final range of alternatives, including the No Action Alternative	
9.2.4 Project Description	Develop Project Description TM	Describe in detail the action alternatives carried forward from the Alternative Screening Task, including the No Action Alternative	Review of the Project Description TM
9.2.5.1 Affected Environment	Describe the affected environment for the environmental resources to be evaluated	Technical appendices and summaries include sufficient detail to be directly used for alternative analyses	Review of the documents submitted
	Compile and present data in technical appendices (as needed)	Technical appendices and summaries include sufficient detail to be directly used for alternative analyses	Review of the documents submitted
	Summarize data in body of the EIS		

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
9.2.5.2 Analytical Tools for NEPA Analyses	Prepare analytical tools list	List is comprehensive and provide all the tools necessary to adequately evaluate the Proposed Action and alternatives	Review of the documents submitted
	Prepare a TM documenting assumptions and review of model application	The TM provides technical review of model application and analysis and suggests modifications to existing tools. Ensures that operational and regulatory conditions will be adequately represented in the modeling tools	Review of the materials submitted
	Prepare technical appendix on CalSim II (or CalSim III) modeling	Technical appendix is adequate to understand assumptions and rationale behind the CalSim II (and/or CalSim III) modeling	
Option 1 - 9.3 ESA and MSA Compliance Process			
9.3.1.1 Introductory Sections	Develop introductory sections of the BA	Follows Reclamation and resource agency approved format (e.g., USFWS/NMFS ESA handbook or Section 7 streamline documentation templates)	Review of the documents submitted
	Coordinate with Reclamation, USFWS and NMFS to develop list of species and critical habitats to be included in BA	Complete list after second submittal	
9.3.1.2 Description of Proposed Action and Action Area	Develop Proposed Action Description and Action Area TM within the context of the CVP and SWP	Describes in detail the Proposed Action, as directed by Reclamation	Review of the Project Proposed Action and Action Area TM
9.3.1.3 Species Accounts and Status	Develop current detailed species and habitat accounts that focus on aspects that relate to effects of the action	Addresses all relevant aspects of the proposed and listed species and proposed and designated critical habitat to	Review of the documents submitted

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
	Develop current status description that includes reasons for listing, range-wide trends and new threats	be affected by the Proposed Action  Information provided is accurate and up to date	
9.3.2 Analytical Tools	Prepare analytical tools list	List is comprehensive and provides all the tools necessary to adequately evaluate the Proposed Action  Suggested modifications to existing tools is provided	Review preliminary and revised analytical tools list
9.3.3 Biological and Operational Modeling	Provide full analysis of Proposed Action using appropriate analytical tools  Provide final modeling output and associated files	Analysis adequately characterizes effects of the Proposed Action on proposed and listed species and proposed and designated critical habitat	Review of the materials submitted
	Prepare a TM documenting assumptions and review of model application	The TM provides technical review of model application and analysis and suggests modifications to existing tools	
	Prepare technical appendix on biological and operational modeling	Technical appendix is adequate to understand assumptions and rationale behind the biological and operational modeling	
9.3.4 Agency and NEPA/CSAMP Coordination	Schedule and participate in interagency meetings	Interagency meetings, as needed, are scheduled and well attended  Adequate technical material and coordination is provided to support the intended purpose of each meeting	Observation at meetings, review of input summary, review of meeting minutes and summaries and review of BA
	Provide interagency meeting summaries	Prompt meeting summaries addressing input received during interagency meetings	



Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
	Participate in NEPA and CSAMP meetings	NEPA-related and CSAMP meetings are attended	
	Provide technical support by providing additional technical information requested by Federal agencies	Discussion summaries identify how the information presented during NEPA and CSAMP meetings affect the Section 7 consultation process	Observation at meetings
		Adequately coordinate with Reclamation to ensure that NEPA and ESA processes inform each other. Consequential information from coordination is documented as specified	Input from attendees and observation at the meetings
		Analysis or technical information is adequate to answer the approved informational needs to conclude Section 7 consultation	Review of meeting summaries and compliance documentation
9.4 Administrative Record	Identify, acquire and organize the AR	Consists of all of the documents and materials directly or indirectly considered by Reclamation decision-maker	Review of outline, AR and PL TM, and AR
9.5 Project Management	Additional revisions to PMP, work sequence diagram, and schedule for completion of all tasks	Revisions shall ensure that the NEPA and ESA compliance documents are completed on time	Review of revised PMP, work sequence diagram, and schedule
	Additional monthly invoices and progress reports	Unless unforeseen circumstances outside of the Contractor's control occur, tasks are completed on time, and with no cost overruns	Review of revised invoices and progress reports
	Additional meeting agendas, materials, and meeting notes	Adequately conducts productive meetings and communications	Observation during meetings and communications
		Well prepared for meetings and conference calls	Review of meeting agendas, materials and meeting notes

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
<b>Option 2 - 9.6 NEPA Compliance Process Continued</b>			
9.6.1.1 Option 2 Stakeholder Coordination	Support coordination with project stakeholders	All specified meetings are scheduled, publicized, and attended	Observation at meetings
		Adequate technical materials are provided to support the intended purpose of each meeting	Input from attendees and observation at the meetings
	Provide meeting summaries	Summaries address all technical issues raised and provide meaningful information	Review of meeting summaries
9.6.1.2 Option 2 Draft EIS Public Workshops	Support public workshops	All logistics and planning issues are resolved before the workshops	Observation of COR
		All required presentation materials are available for review and comment before the workshops	Comparison of materials provided to materials needed
		All workshops are attended by appropriate Contractor staff	Observation at the meetings
		Complete and thorough meeting summaries are provided	Review of the summaries provided
9.6.2.1 Option 2 Modeling/Effects Analysis	Prepare full analysis of the Proposed Action and alternatives	Quantitative and qualitative analysis is in sufficient detail to meet the requirements for inclusion in the EIS	Review of the documents submitted
9.6.2.2 Option 2 Cumulative Effects Analysis	Prepare a TM that describes the cumulative effects methodology	Include all potential projects included in the cumulative analysis	Review Cumulative Effects Methodology TM
	Document the cumulative effects of other actions being considered	All technically feasible and reasonably foreseeable actions have been addressed	Review of the cumulative effects section
9.6.2.3 Option 2 Mitigation Measures	Develop and analyze mitigation measures	Identify, describe and evaluate measures that partially or fully mitigate impacts associated with the Proposed Action and alternatives	Review of the Mitigation Measures TM

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
9.6.2.4 Option 2 – First Admin Draft EIS	Prepare Administrative Draft EIS with all technical appendices and supporting figures and graphics	Meets all NEPA requirements	Review of the documents submitted
9.6.2.5 Option 2 – Second Admin Draft EIS	Prepare Administrative Draft EIS with all technical appendices and supporting figures and graphics	Meets all NEPA requirements	Review of the documents submitted
9.6.2.6 Option 2 - Backcheck Review Draft EIS	Prepare a Backcheck Review Draft EIS	All previous comments are addressed and/or incorporated	Review of the documents submitted
	Prepare a print-ready Draft EIS	All previous comments are addressed and/or incorporated	Review of the documents submitted
9.6.2.7 Option 2 - Public Draft EIS	Prepare and duplicate Draft EIS	Document includes all requested revisions	Review of the documents released
	Prepare NOA	Notices meet all legal requirements	Review of NOA
	Prepare draft press release	Press release is adequate to notify the public about the availability of the Draft EIS	Review of the press release
<b>Option 2 – 9.7 ESA and MSA Compliance Process Continued</b>			
9.7.1.1 Option 2 Effects of the Action	Prepare full analysis of the Proposed Action's effects on listed and proposed species and proposed and designated critical habitat	Quantitative and qualitative analysis is comprehensive and accounts for direct, indirect, interrelated and interdependent effects of the Proposed Action	Review outline and preliminary draft effects analysis
		Analysis adequately describes how the Proposed Action would affect proposed or designated critical habitat	
		Analysis is in sufficient detail to estimate take associated with the Proposed Action	
9.7.1.2 Option 2 Cumulative Effects	Develop cumulative effects section	Develop section in compliance with ESA regulations	Review of documents provided

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
9.7.1.3 Option 2 Conclusion and Determination	Develop conclusion and determination section	Section is consistent with ESA regulatory definitions and policy. Determinations are based on the possibility of incidental take associated with the Proposed Action	Review of documents provided
9.7.1.4 Option 2 Literature Cited and List of Contributors/ Preparers	Develop comprehensive literature cited section	List includes all literature cited in the BA and follows appropriate guidelines	Review of the documents provided
9.7.1.5 Option 2 Evaluation of Essential Fish Habitat	Develop EFH assessment	Assessment satisfies the requirement of MSFCMA; The assessment evaluates potential effects on EFH and managed species and propose mitigation, if applicable	Review of the document provided
9.7.1.6 Option 2 First Admin Draft BA	Prepare first Admin Draft BA	All applicable sections are included	Review of documents submitted
9.7.1.7 Option 2 Second Admin Draft BA	Prepare Second Admin Draft BA	Comments from Reclamation, DWR, NMFS, and USFWS on the First Admin Draft BA and associated revisions are incorporated	Review of documents submitted
9.7.2 Option 2 Agency and NEPA/CSAMP Coordination	Schedule and participate in interagency meetings	Interagency meetings, as needed, are scheduled and well attended  Adequate technical materials are provided to support the intended purpose of each meeting	Observation at meetings, review of input summary, review of meeting minutes and summaries and review of BA
	Provide interagency meeting summaries	Prompt meeting summaries addressing input received during interagency meetings	
9.8 Administrative Record	Identify, acquire and organize the AR	Consists of all of the documents and materials directly or indirectly considered by Reclamation decision-maker	Review of outline, AR and PL TM, and AR
9.9 Project Management	Additional revisions to PMP, work sequence	Revisions shall ensure that the NEPA and ESA	Review of revised PMP, work sequence

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
	diagram, and schedule for completion of all tasks	compliance documents are completed on time	diagram, and schedule
	Additional monthly invoices and progress reports	Unless unforeseen circumstances outside of the Contractor's control occur, the project is completed on time, and with no cost overruns	Review of revised invoices and progress reports
	Additional meeting agendas, materials, and meeting notes	Adequately conducts productive meetings and communications  Well prepared for meetings and conference calls	Observation during meetings and communications  Review of meeting agendas, materials and meeting notes
<b>Option 3 – 9.10 NEPA Compliance Process Continued</b>			
9.10.1.1 Option 3 Stakeholder Coordination	Support coordination with project stakeholders	All specified meetings are scheduled, publicized, and attended	Observation at meetings
		Adequate technical material and facilitation was provided to support the intended purpose of each meeting	Input from attendees and observation of the meetings
	Provide meeting summaries	Summaries address all technical issues raised and provide meaningful information	Review of meeting summaries
9.10.2.1 Option 3 Responses to Comments	Summarize the major issues from comments received	Comments are tracked by commenter, issue, and environmental resource area	
	Provide responses to the comments received	Meet all NEPA requirements	Review of responses
9.10.2.2 Option 3 Admin Final EIS	Prepare Admin Final EIS with all technical appendices	Meets all NEPA requirements  Includes strike out text for deletions and italicize additions or clarifications  All previous comments are addressed and/or incorporated	Review of the documents submitted

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
9.10.2.3 Option 3 Backcheck Review Final EIS	Prepare a Backcheck Review Final EIS	All previous comments are addressed and/or incorporated	Review of the document submitted
9.10.2.4 Option 3 Final EIS	Prepare print-ready Final EIS	All previous comments are addressed and/or incorporated	Review of the document submitted
	Prepare and duplicate Final EIS	Document includes all requested revisions	Review of the document released
	Prepare Notice of Availability	Notices meet all legal requirements	Review of Notices
9.10.3 Option 3 ROD	Prepare a ROD	Complies with NEPA and Reclamation's requirements	Review of ROD
<b>Option 3 – 9.11 ESA and MSA Compliance Process Continued</b>			
9.11.1 Option 3 Draft and Final BAs	Prepare Draft BA	Comments from Reclamation, DWR, NMFS, and USFWS on the Second Admin Draft BA and associated revisions are incorporated	Review of documents submitted
	Prepare Final BA	Comments from Reclamation, DWR, NMFS, USFWS, and stakeholders on the Draft BA and associated revisions are incorporated	Review of documents submitted
9.11.2 Option 2 Agency and NEPA/CSAMP Coordination	Schedule and participate in interagency meetings	Interagency meetings, as needed, are scheduled and well attended  Adequate technical materials are provided to support the intended purpose of each meeting	Observation at meetings, review of input summary, review of meeting minutes and summaries and review of BA
	Provide interagency meeting summaries	Prompt meeting summaries addressing input received during interagency meetings	
9.11.3 Option 3 Formal ESA and MSA Consultation Coordination	Review draft BO and provide comments	Comments submitted are comprehensive and provide meaningful input	Review of the documents submitted
	Compile comments on draft BO	Effectively compile all of the comments on the draft BO	

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
9.12 Administrative Record	Identify, acquire and organize the AR	Consists of all of the documents and materials directly or indirectly considered by Reclamation decision-maker	Review of outline, AR and PL TM, and AR
9.13 Project Management	Additional revisions to PMP, work sequence diagram, and schedule for completion of all tasks	Revisions shall ensure that the NEPA and ESA compliance documents are completed on time	Review of revised PMP, work sequence diagram, and schedule
	Additional monthly invoices and progress reports	Unless unforeseen circumstances outside of the Contractor's control occur, the project is completed on time, and with no cost overruns	Review of revised invoices and progress reports
	Additional meeting agendas, materials, and meeting notes	Adequately conducts productive meetings and communications  Well prepared for meetings and conference calls	Observation during meetings and communications  Review of meeting agendas, materials and meeting notes
Draft Deliverables	Prepare draft documents in accordance with the PWS. Documents shall be: Thorough Accurate Timely	Thoroughness – all required elements have been meaningfully addressed  Accuracy – 95% of documents are error free  Timeliness - 100% of all documents are provided on schedule to support the draft reports	Review of the documents submitted
Final Deliverables	Prepare final documents in accordance with the PWS. Documents shall be: Thorough Accurate Timely	Thoroughness – all required elements have been meaningfully addressed  Accuracy – 95% of documents are error free  Timeliness - 100% of all documents are provided on	Review of the documents submitted

Performance Requirements Summary		Performance Standard/ Acceptable Quality Level*	Method of Surveillance
		schedule to support the final reports	

**\*Note - Timeliness is required for all tasks within their required timeframes 100% of the Time.**