

May 16, 2025

Delta Conveyance Design and Construction Authority Board of Directors

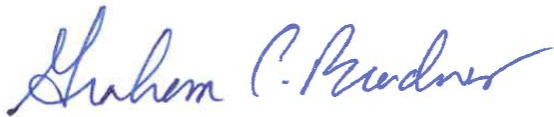
Subject: ***Materials for the May 21, 2025, Finance Committee Meeting***

Members of the DCA Finance Committee:

The Delta Conveyance Design and Construction Authority (DCA) will have a Finance Committee Meeting, scheduled for **Wednesday, May 21, 2025, at 3:30 p.m.** and will follow the April Regular Board Meeting. This will be a **hybrid** meeting, members of the public may attend the meeting in person or virtually. The call-in and video information, as well as meeting location is provided in the attached agenda. Meeting information will also be posted on the dcdca.org website.

Enclosed are the materials for the Finance Committee meeting in a PDF file, which has been bookmarked for your convenience.

Regards,



Graham Bradner
DCA Executive Director



**DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY
FINANCE COMMITTEE MEETING**

REGULAR MEETING

Wednesday, May 21, 2025
3:30 p.m.
Hybrid (Teleconference) Meeting

DCDCA Boardroom
980 9th Street, Suite 100
Sacramento, CA 95814

TELECONFERENCE LOCATIONS:

1. Kern County Water Agency, 3200 Rio Mirada Drive, Bakersfield, CA 93308
2. Zone 7 Administration Building, 100 North Canyons Parkway, Livermore, CA 94551

CONFERENCE ACCESS INFORMATION:

Phone Number: (669) 444-9171 Access Code: 83417072234#

Virtual Meeting Link: <https://dcdca-org.zoom.us/j/83417072234?from=addon>

Please join the meeting from your computer, tablet, or smartphone

Additional information about participating by telephone or via the remote meeting solution is available here: <https://www.dcdca.org>

AGENDA

Except as permitted by Government Code section 54953(f), Directors will attend the meeting from the DCDCA Boardroom or any of the teleconference locations. Members of the public may attend in person at these locations or remotely through the virtual meeting link above. Assistance to those wishing to participate in the meeting in person or remotely will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested person must request the accommodation as soon as possible in advance of the meeting by contacting the DCA support staff at (888) 853-8486 or info@dcdca.org. Members of the public may speak regarding items on the agenda during those items and when recognized by the Chair. Speakers are limited to three minutes each; however, the Chair may limit this time when reasonable based on the circumstances. Persons wishing to provide public comment remotely on Agenda Items are encouraged to complete a public comment request form at: <https://tinyurl.com/dcafinancepubliccomment> by 3:15 pm or through the QR code below. In addition, members of the public may use the "raise hand" function (*9 if participating by telephone only) during the meeting to request the opportunity to speak. Additional information will be provided at the commencement of the meeting.

1. **CALL TO ORDER**

2. **ROLL CALL** – Any private remote meeting attendance will be noticed or approved at this time.

3. **PUBLIC COMMENT**

Members of the public may address the Committee on matters that are within the Committee's jurisdiction but not on the agenda at this time. Speakers are generally limited to three minutes each; however, the Chair may further limit this time when reasonable based on the circumstances. Persons wishing to speak may do so remotely through the electronic meeting link, by scanning the QR Code above, or teleconference number when recognized by the Chair. The DCA encourages public comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the DCA or are within its jurisdiction.



4. **APPROVAL OF MINUTES**

- (a) April 17, 2025, Finance Committee Meeting Minutes

5. **DISCUSSION ITEMS**

- (a) Review Fiscal Year 25/26 Budget Summary and Detail
Recommended Action: Informational Only.

6. **REPORTS AND ANNOUNCEMENTS**

- (a) Verbal Reports, if any

7. **ADJOURNMENT**

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The DCA Finance Committee will meet promptly following the Board of Director's meeting, proposed next scheduled meetings:

June 12, 2025, DCA Finance Committee Meeting at 1:30 p.m.

FINANCE COMMITTEE MEETING

MINUTES

REGULAR MEETING

Thursday, April 17, 2025

3:30 p.m.

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER

The regular meeting of the Delta Conveyance Design and Construction Authority (DCA) Finance Committee was called to order in person, by teleconference, and remotely - Conference Access Information: Phone Number: (669) 444-9171, Code: 88010628777#, <https://dcdca-org.zoom.us/j/88010628777?from=addon> at 3:30 p.m.

2. ROLL CALL

Committee members in attendance from the DCA Boardroom were Gary Martin and Martin Milobar.

Committee member in attendance remotely was Sarah Palmer.

DCA staff members in attendance were Graham Bradner and Josh Nelson.

3. PUBLIC COMMENT

There were no public comment requests received.

4. APPROVAL OF MINUTES: June 06, 2024, Finance Committee Meeting

Recommendation: Approve the June 06, 2024, Finance Committee Meeting

Motion to Approve Minutes from June 06, 2024, as

Noted:	Palmer
Second:	Milobar
Yeas:	Martin, Milobar, Palmer
Nays:	None
Abstains:	None
Recusals:	None
Absent:	None
Summary:	3 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as MO 25-04-01).

5. DISCUSSION ITEMS:

a) DCA Fiscal Year FY 2025-26 Budget Overview and Approach

Informational Item

DCA Executive Director Graham Bradner presented an overview of the budget to the committee. The purpose of the presentation and meeting was to highlight the fiscal year (FY) 2025-26 budget development requirements and approach and to provide a reminder of the DCA Work Breakdown Structure (WBS). This structure guides how the budget is developed and how items are categorized, with a forward-looking approach that allows for financial tracking through the various phases of the program.

He proceeded to outline the FY 2025-26 Committee plan, referencing the calendar that shows how DCA will work its way through the next couple of meetings, to arrive at an adopted budget by the June Board meeting. The DCA Finance Committee is a standing committee of the Board of Directors, subject to the Brown Act, that provides the initial review and makes recommendations to the Board on key financial matters. These include the adoption and proposed amendments of the DCA annual budget, preparation and review of the annual financial audit and Comprehensive Financial Reports, and other finance-related matters as directed by the Board or requested by the Executive Director or Treasurer.

Mr. Bradner explained that the fiscal year runs from July 1st to June 30th of each year, and approval of the budget by the Board is required by the end of June. This year, the June meeting is scheduled for June 18, 2025, moved forward by one (1) day to avoid a conflict with the Juneteenth holiday. The Joint Exercise of Powers Agreement (JEPA) requires the DCA to provide a draft budget to the Department of Water Resources (DWR) Delta Conveyance Office (DCO) at least 60 days prior to adoption, to allow for oversight and early feedback. DCA can then address those items before presenting the budget scope to the Board. The matter will be initially discussed at the committee meeting in May, with further deliberations occurring through subsequent committee meetings and culminating in final adoption. This review period is essential for DWR to fulfill its financial oversight responsibilities.

He continued, noting that vendor task orders are executed annually under multi-year master services agreements with maximum values set for the duration of the contract. The approved budget becomes executable only when task orders are issued. The fiscal year budget and scope form the DCA's annual baseline, which is used for the financial reporting in the monthly Board reports. The initial annual budget plan, gathered from vendors, is compared to actual expenditures throughout FY 2025-26, with variances tracked. Over the past four (4) years, actual spending has consistently come in 15-20% under budget, due largely to variations in expectations for Geotechnical (Geotech) work.

Next, Mr. Bradner outlined the internal budgeting approach and expectations. This information is primarily conveyed to the vendors and internally, with close collaboration to ensure strict adherence. Billing rates may include reimbursable expenses under the DCA's reimbursement policy, which may include vendor travel expenses, and must also anticipate escalation. Remaining budgets and scope at the end of a fiscal year do not automatically roll over. Instead, incomplete items are de-scoped from the current year and transferred to the next FY. Acknowledging the current state of progress, DCA will then establish new metrics related to due dates and costs associated with completing the remaining tasks. New tasks arising throughout the year may be added to task orders through a change management process. This fixed baseline approach is how DCA manages the annual scope and budget. He also explained that DCA typically holds a reserve under the Executive Office (EO) for allowances, categorized as unallocated reserves. The amount has ranged from \$750,000 to \$2M in prior years, depending on uncertainty levels and assessed needs.

Turning to the WBS, Mr. Bradner described the three (3) primary program phases: Program Management Office (PMO) Program Initiation (PI), and Program Delivery (PD). The PMO supports cross-organizational functions such as EO, communications, sustainability, quality, risk, health, and safety. PI is associated with the permit support work, where the engineering and fieldwork efforts were initially housed. As the permit phases are completed and the program progresses as anticipated, this phase will come to a close and DCA will enter the PD phase.

PD has begun pursuing pre-design work, including Geotech and survey activities targeted toward the selected project alternative from the California Environmental Quality Act (CEQA) process. DCA is shifting focus from a Geotech data collection and survey phase, initially addressing Delta-wide conditions supporting a broad range of alternatives. The effort is now concentrated on the selected alternative. These efforts support both the continued permitting process and the delivery of the program. The costs have been separated from PI to ensure accurate financial reporting and avoid misrepresenting Geotech costs or inflating permitting costs by folding them into PI. A year or two (2) ago, the PD phase was established to separately track costs essential to the program's overall delivery. While only a limited number of tasks have been initiated under PD thus far, this phase will ultimately encompass major components such as procurement of feature design teams responsible for final design and the construction contracts. The only phase that has been established but has not yet been opened is Program Closeout. All remaining activities, from the completion of permitting through to closeout, will fall under either PD or the PMO.

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Committee Member Palmer asked for clarification regarding how Geotech activities are categorized. She noted that Geotech appears under multiple program phases and questioned whether the lack of categorization could be contributing to external confusion.

Mr. Bradner explained that Geotech management, including oversight of Geotech contract, resides under the PMO. When the PD phase opened and Geotech data collection costs were allocated along the selected project alignment, a corresponding Geotech Management task was also initiated within the PMO to oversee the management of vendors and contractors. This structure reflects the intended framework for the program moving forward: engineering management activities will reside within the PMO, while engineering design and delivery efforts will be carried out under PD. Geotech fieldwork associated with PI has been completed and is no longer funded. These closed activities continue to appear in the WBS as tasks cannot be removed from the financial system of record. In contrast, current Geotech fieldwork under PD supports implementation based on the selected alternative. He affirmed that no funds or scope are currently allocated to the PI Geotech activities. Addressing the confusion mentioned, Mr. Bradner stated that there are ongoing issues related to geotech matters, primarily associated with CEQA litigation. He deferred to legal counsel to speak further on that.

DCA General Counsel, Josh Nelson, confirmed that issues have not been raised in the courts concerning how the DCA accounts for Geotech work. Still, he acknowledged the importance of accurate communication regarding all activities.

Committee Member Palmer explained her concern that, as stakeholders review the broader scope of various DCA information sources, the absence of precise categorization for Geotech work could lead to confusion. Without proper distinction, there's a risk that the Geotech efforts may be conflated with other elements of the program, potentially obscuring the intent and scope of those activities.

Mr. Bradner agreed and thanked Committee Member Palmer for her attention to clarity, adding that as the committee moved into the details, particularly at the next committee meeting when reviewing where funds and scope are being applied, it would become clear that funds and scope were not being allocated to the PI geotechnical work. Those activities closed out with the completion of the Environmental Impact Report (EIR).

In response to Committee Member Palmer's request, Mr. Bradner directed Chief of Staff, Claudia Rodriguez, to include a clarifying footnote in future budget materials indicating that the PI Geotech fieldwork has been completed and is no longer active.

Mr. Bradner continued by providing an overview of the function of the PMO, including the WBS at Level Two (2). The previously presented material reflected Level One (1), which generally represents the PMO; Level Two (2) delineates specific tasks. This level clearly outlines the activities, including program assurances, administration, community engagement, and the executive office. It also encompasses engineering management, Geotech management, survey and mapping management, and eventually, construction management, all housed within the PMO.

Mr. Bradner then highlighted the two (2) subcategories within PI: Engineering and Fieldwork. The engineering component remains active, as full engineering development for implementation has not yet begun. Funding continues to be allocated to the PI Engineering function; however, no further funding is being directed to the PI Fieldwork function, as those activities have been transitioned to the PD phase.

He continued to PD, which commenced with a series of pre-design activities. These include continued evaluation of the preferred project, support for ongoing permitting activities, and refining the features and definition of design criteria. Activities also include field investigations, Geotech work, field surveys, and other exploratory efforts to better define the selected project.

Mr. Bradner explained that budget information is structured across multiple WBS levels. Development begins at Level Four (4), where detailed data is captured in the master workbook. This includes traditional cost estimating practices, task-level detail, rate structures, and activity definitions. From there, information is rolled up progressively to higher levels of summary. All budget data is shared with the DWR as part of its vetting and review process. For the Finance Committee, presentations and discussions typically begin at Level Three (3), which retains significant detail, and build up to higher-level summaries, including task orders and related materials.

Mr. Bradner presented Level One (1) of the WBS, a high-level summary of the FY 2024-25 budget, where the total budget was \$43M. The primary program phases were identified as PMO, PI, and PD. Underneath those phases is the Level Two (2) subcategories that further group relevant components.

Within the PMO, Level Two (2) includes designations such as EO. Further breakdowns occur within PMO-EO, including subcategories such as Management, General Counsel, Audit, Treasury, Human Resources, and Undefined Allowance. He noted that at Level Three (3), vendor-specific budget details are introduced. A key complexity is the consolidation of individual vendor task budgets into the WBS framework. Vendor budgets must be translated and grouped within the WBS to accurately represent the total budget and its distribution across vendors and activities.

Committee Member Palmer asked for clarification regarding the term “undefined allowance,” specifically referencing the \$1.8M allocation and inquiring what types of expenses might fall under that category.

Mr. Bradner explained that this category represents a reserve amount available as a contingency for the FY. Similar to a contingency in a construction contract, this amount is expected to be spent, but without specific predetermined uses. It is allocated with the understanding that unanticipated needs will arise during the FY, and the DCA's flexibility to address them is a critical element.

Committee Member Palmer asked whether the undefined allowance could be used in situations such as engineering items that come in over budget.

Mr. Bradner confirmed this and elaborated that the budget includes an unallocated, undefined allowance that the Board can adopt, which can be redistributed throughout the year as needed. He noted that this will become increasingly important as the program transitions into the delivery phase. Appropriate management of this allowance will require substantial Board engagement, particularly when funds need to be assigned to new efforts or modified scopes of work. He added that use of the allowance is currently limited by policy requirements, including procurement thresholds that mandate Board approval for contracts over \$250,000. The allowance could also support sole-source procurements or augmentations to existing contracts. Historically, the pattern has been to draw from the allowance early in the FY when initial task orders are issued or unexpected needs arise. However, during midyear reconciliations, funds are often returned from unspent task orders and reallocated to the undefined allowance, sometimes resulting in a higher end-of-year allowance balance than the starting amount.

Committee Member Palmer concluded her question by observing that the undefined allowance may need to grow beyond \$1.8M as the program enters more complex phases and begins delivery.

Mr. Bradner confirmed this and noted that DCA has a meticulous change management process, which governs changes to budget and scope. He emphasized that any proposed changes from vendors or internal managers are subject to a formal evaluation process. Initially, each potential change is reviewed to determine whether it constitutes a material or administrative change. This assessment is based on strict thresholds. If the change is deemed material, it proceeds to the Change Control Board, which includes representatives from both DWR and DCA, including the Program Controls Manager, the Chief Engineer, the Executive Director, and a representative from DWR. This panel reviews and makes decisions on all material changes, which may lead to amendments to existing contracts, task orders, or related documents.

Resuming the presentation, Mr. Bradner then referred to the FY 2025/26 schedule, highlighting the current Finance Committee meeting. A draft budget and task orders would be delivered to the DCO for review the following week. During that period, DCA staff would work with the DCO to explain the rationale behind the budget items, provide necessary context, and address any feedback.

The next Finance Committee meeting will take place on May 21, 2025, where the draft will be reviewed in detail. Any refinements would be finalized before a subsequent Finance Committee meeting on June 12, 2025, at which point the committee would collect final comments and prepare to recommend budget adoption to the Board at its June 18, 2025 meeting.

Mr. Bradner explained that the budgeting process typically begins in February, when the DCA begins working with vendors to gather scope and budget items. An official internal kickoff generally occurs in March. As of the date of this meeting, the DCA has been engaged in this process for approximately six (6) weeks and is preparing to share the draft with DWR the following week.

Before opening the floor to other Committee Members, Committee Chair Martin took a moment to clarify his perspective to benefit those listening. He reflected on his initial involvement with the Finance Committee, noting that his primary concern in previous years had been transparency, specifically, ensuring that the committee could clearly see the origins of the budget numbers. He emphasized that the key to this process was reviewing the task orders, proposals, and the scope of work associated with those numbers. He pointed out that this approach had worked well the previous year. He then inquired whether any changes would be made to this approach for the current year.

Mr. Bradner confirmed that there would be no change, reassuring the committee that the task orders and scope of work would be shared with them in advance of the next meeting, giving them time for review.

Committee Chair Martin expressed confidence that this process had been effective in the past. He noted that the overview provided a good direction and outlined where the numbers would come from. He acknowledged that the work this year would differ from the previous year and appreciated the staff for making the presentation. He concluded that the committee was ready to proceed.

Mr. Bradner thanked the committee and mentioned that, as this was the second year of the process, there would likely be refinements along the way. He noted that some parts of the presentation might appear out of sequence but expressed confidence that it would all align in the end. He mentioned that the two (2) year plan would be presented, which should clarify the scope and budget, and emphasized that the task orders would be reviewed before the plan. He also mentioned that the plan would be presented at the May Board meeting, which may initially cause some confusion; however, the overall plan is intended to help synchronize the process, and that will be made clear.

Committee Chair Martin recalled to Mr. Bradner the point he had made earlier regarding allowances. He requested clarification on whether the numbers would come from an allowance for a known unknown or from a proposal for a task order.

Mr. Bradner confirmed that at the current phase, allowances were only present in one (1) place, within the EO. He assured the Committee that the budget would clearly distinguish between allowances and task orders, with all task orders being based on a defined scope.

6. REPORTS AND ANNOUNCEMENTS:

a. Verbal Reports

No reports.

7. ADJOURNMENT:

Chair Martin adjourned the meeting at 4:02 p.m., in person, by teleconference, and remotely -
Conference Access Information: Phone Number: (669) 444-9171, Code: 88010628777#,
<https://dcdca-org.zoom.us/j/88010628777?from=addon>.

Board Memo

Contacts: Graham Bradner, Executive Director

Date: May 21, 2025 Finance Committee Meeting

Item No. 5a

Subject: Proposed Draft Budget for Fiscal Year 2025/26

Summary:

Attached to this memo is the DCA draft budget for Fiscal Year (FY) 2025/26, including summary tables and detailed backup information. The proposed budget is \$65.0M, including \$5.1M in unallocated reserve. We plan to present our final budget for Board approval at the June meeting with recommendation from the Finance Committee.

Planned work in the upcoming year will largely be focused on the following tasks:

- Providing support to the Department of Water Resources (DWR) permit efforts and responding to requests for clarification regarding the engineering aspects of the project.
- Working closely with DWR to develop the environmental compliance plan and establish the systems for monitoring and reporting.
- Engineering analyses, design, and documentation for a systemwide Basis of Design Report to support an updated Class III cost estimate planned for FY2026/27.
- Developing and refining the overall program schedule including increasing detail, such as permit requirements, design and construction innovations, data collection scenarios, contracting mechanisms, and funding considerations.
- Continued development of DCA standards, procedures, and requirements to support an efficient transition into the delivery phase pending participating public water agency decisions to implement the project planned for 2027.

Recommended Action:

Information, only.

Attachments:

Attachment 1 – FY 2025/26 DRAFT Budget Summary Table

Attachment 2 – FY 2025/26 DRAFT Budget Detail

Attachment 3 – Draft Vendor Task Orders for FY 2025/26

CODE	Description	FY24/25 Budget	Proposed FY25/26 Budget
		\$ 43,000,200	\$ 65,000,000
10	PROGRAM MANAGEMENT OFFICE	\$ 19,727,300	\$ 26,841,700
100	PMO-Executive Office	\$ 4,939,700	\$ 4,634,700
110	PMO-Community Engagement	\$ 1,224,600	\$ 1,323,200
120	PMO-Program Controls	\$ 4,905,500	\$ 6,689,500
130	PMO-Administration	\$ 3,535,700	\$ 5,648,000
140	PMO-Procurement and Contract Administration	\$ 762,900	\$ 978,200
150	PMO-Property	\$ 1,028,300	\$ 1,273,600
160	PMO-Permitting Management	\$ 1,254,600	\$ 2,924,600
170	PMO-Health and Safety	\$ 431,600	\$ 420,100
180	PMO-Quality Management	\$ 698,600	\$ 567,800
190	PMO-Sustainability	\$ 501,500	\$ 445,500
210	PMO-Geotechnical Management	\$ 444,300	\$ 1,577,700
220	PMO- Survey & Mapping	\$ -	\$ 358,800
30	PROGRAM INITIATION	\$ 13,938,700	\$ 26,094,700
300	PI-Engineering	\$ 13,938,700	\$ 26,094,700
310	PI-Fieldwork	\$ -	\$ -
40	PROGRAM DELIVERY	\$ 9,334,200	\$ 12,063,600
410	PD-Project Geotechnical	\$ 9,334,200	\$ 12,063,600

Description		FY24/25 Budget \$	Proposed Draft FY25/26 Budget \$
		\$ 43,000,200	\$ 65,000,000
PROGRAM MANAGEMENT OFFICE		\$ 19,727,300	\$ 26,841,700
PMO-Executive Office		\$ 4,939,700	\$ 4,634,700
EO-Management			
EO-Executive Office		\$ 2,440,900	\$ 1,318,900
	Bradner Task Order 3 - FY24/25	\$ 608,000	\$ 629,700
	Executive Office	\$ 608,000	\$ 629,700
	ODC	\$ -	
Parsons Task Order 8 - FY25/26			
	Chief of Staff	\$ 502,000	\$ 657,100
Conference and Event Registration Fees			
	Conference Fees	\$ 10,000	\$ 30,600
Association Mem			
	Annual Subscription	\$ 2,000	\$ 1,500
EO-Chief Engineer		\$ 830,700	\$ 432,600
	Parsons Task Order 8 - FY25/26		
	Chief Engineer	\$ 830,700	\$ 432,600
EO-DCA Board Meetings		\$ 22,000	\$ 10,000
	Audio Visual FY 25/26		
	Board Meeting Support	\$ 16,000	\$ 10,000
	Parsons Task Order 8 - FY25/26		
	Board Meeting Supplies	\$ 6,000	\$ -
EO-Executive Office Support		\$ -	\$ 1,150,000
	TBD		
	Deputy Director Services	\$ -	\$ 600,000
	TBD		
	Facilitation Services	\$ -	\$ 300,000
	TBD		
	Executive Strategic Support Services	\$ -	\$ 250,000
EO-General Counsel			
EO-General Counsel		\$ 497,200	\$ 520,000
	Best Best & Krieger Task Order 7 - FY25/26		
	Legal Services	\$ 497,200	\$ 520,000
EO-Audit			
EO-Audit		\$ 18,000	\$ 18,000
	Metropolitan Water Dist of S. Cal Task Order 13 - FY25/26		
	Annual Audit Services	\$ 18,000	\$ 18,000
EO-Treasury			
EO-Treasury		\$ 338,000	\$ 357,100
	Metropolitan Water Dist of S. Cal Task Order 13 - FY25/26	\$ 292,600	\$ 308,600
	Treasury Services	\$ 251,800	\$ 267,800
	ODC	\$ 7,800	\$ 7,800
	BOFA Fees	\$ 24,000	\$ 24,000
	LOC Fees	\$ 9,000	\$ 9,000
Alliant Insurance Task Order 3 - FY24/25			
	General Liability/Addtional Insurance	\$ 45,400	\$ 48,500
EO-Human Resources			

Description		FY24/25 Budget \$	Proposed Draft FY25/26 Budget \$
EO-Human Resources		\$ 258,800	\$ 828,100
	Metropolitan Water Dist of S. Cal Task Order 14 - FY25/26		
	Human Resources Manager	\$ 200,000	\$ 245,100
	TBD		
	Human Resources Support	\$ -	\$ 500,000
	Parsons Task Order 8 - FY25/26		
	Internship Program	\$ 58,800	\$ 77,500
	TBD		
	Employee Assistance Program (EAP)	\$ -	\$ 5,500
EO-Undefined Allowance			
	EO-Undefined Allowance	\$ 1,853,000	\$ -
	EO-Undefined Allowance	\$ 1,853,000	
PMO-Community Engagement		\$ 1,224,600	\$ 1,323,200
CE-Management			
	CE-Management	\$ 351,700	\$ 981,000
	Jacobs Task Order 8 - FY25/26		
	Community Engagement	\$ 91,700	\$ 81,000
	VMA Communication Task Order 6 - FY 24/25		
	Communications Manager	\$ 260,000	
	Lucas Public Affairs Task Order 02 - FY 25/26		
	Communications Manager	\$ -	\$ 900,000
CE-Community Coordination			
	CE-Community Liaison	\$ 250,000	\$ 250,000
	New Procurement		
	Firm TBD	\$ 250,000	\$ 250,000
CE-Outreach			
	CE-Stakeholder Engagement	\$ 420,800	
	VMA Communication Task Order 6 - FY 24/25	\$ 355,400	
	Communications Mangement	\$ 105,100	
	Print/Digital Asset Design, Development, Production	\$ 197,800	
	Strategic Planning and Stakeholder Engagement	\$ 16,500	
	DCA Template Development	\$ 36,000	
	Parsons Task Order 8 - FY25/26		
	Outreach Supplies	\$ 20,400	\$ 21,600
	New Procurement - Audio Visual Services		
	Firm TBD	\$ 5,000	\$ 5,000
	Venue Rentals		
	TBD	\$ 40,000	\$ 50,000
	CE-Social Media	\$ 202,100	\$ 15,600
	VMA Communication Task Order 6 - FY 24/25	\$ 186,500	\$ -
	Social Media, Website Support	\$ 186,500	
	Keogh Multimedia		
	Website Support Services	\$ 15,600	\$ 15,600
PMO-Program Controls		\$ 4,905,500	\$ 6,689,500
PCTRL-Management			
	PCTRL-Management	\$ 651,000	\$ 464,200
	Parsons Task Order 8 - FY25/26		

Description		FY24/25 Budget \$	Proposed Draft FY25/26 Budget \$
	Program Controls Management Staff	\$ 649,000	\$ 460,700
	Dept of Water Resources FY 25/26		
	Invoice Processing Fees	\$ 2,000	\$ 3,500
PCTRL-Risk Mgt			
	PCTRL-Risk Mgt	\$ -	\$ 367,200
	Parsons Task Order 8 - FY25/26		
	Risk Manager	\$ -	\$ 367,200
PCTRL-Cost Mgt			
	PCTRL-Cost Mgt	\$ 843,600	\$ 1,932,500
	Parsons Task Order 8 - FY25/26		
	Cost Manager and Support Staff	\$ 843,600	\$ 1,932,500
PCTRL-Schedule Mgt			
	PCTRL-Schedule Mgt	\$ 1,688,800	\$ 1,651,500
	Parsons Task Order 8 - FY25/26		
	Scheduler	\$ 1,147,600	\$ 731,000
	Jacobs Task Order 8 - FY25/26		
	Schedule Management	\$ 541,200	\$ 920,500
PCTRL-Document Mgt			
	PCTRL-Document Mgt	\$ 481,400	\$ 729,300
	Parsons Task Order 8 - FY25/26		
	Document Control Manager	\$ 481,400	\$ 729,300
PCTRL-Cost Estimating			
	PCTRL-Cost Estimating	\$ -	\$ 165,800
	Parsons Task Order 8 - FY25/26		
	Cost Estimating Staff	\$ -	\$ 165,800
PCTRL-Program Governance			
	PCTRL-Program Governance	\$ 911,300	\$ 1,183,600
	Parsons Task Order 8 - FY25/26		
	Program Governance Staff	\$ 911,300	\$ 1,183,600
PCTRL-Asset Management			
	PCTRL-Asset Management	\$ 329,400	\$ 195,400
	Parsons Task Order 8 - FY25/26		
	Asset Management	\$ 329,400	\$ 195,400
PMO-Administration		\$ 3,535,700	\$ 5,648,000
AD-Management			
	AD-Management	\$ 948,700	\$ 1,709,500
	Parsons Task Order 8 - FY25/26		
	Administrative Manager and Proj Admin	\$ 948,700	\$ 1,709,500
AD-Facilities			
	AD-Office Rent	\$ 1,310,000	\$ 1,356,300
	GV/HI Park Tower Owner, LLC - FY 25/26		
	Lease	\$ 1,310,000	\$ 1,356,300
	AD-Office Furniture	\$ 24,000	\$ 50,000
	Office Furniture		
	Firm TBD	\$ 24,000	\$ 50,000
	AD-Office Supplies	\$ 34,200	\$ 42,600
	Parsons Task Order 8 - FY25/26		
	General Office Supplies	\$ 29,200	\$ 35,400
	DCA Supplies and Collateral		

Description		FY24/25 Budget \$	Proposed Draft FY25/26 Budget \$
	DCA Supplies and Collateral	\$ 5,000	\$ 7,200
	AD-Office Utilities	\$ 128,000	\$ 226,400
	Consolidated Communications, Inc. - FY 25/26		
	Primary Internet Service	\$ 36,000	\$ 36,000
	AT&T - FY 25/26		
	Secondary Internet Service	\$ 24,000	\$ 24,000
	OnPar Advisors (Zoom) FY 25/26		
	Videoconferencing Platform	\$ 62,000	\$ 162,800
	Verizon Wireless FY 25/26		
	Monthly Service - Mobile Hot-Spots	\$ 6,000	\$ 3,600
AD-Information Technology			
	AD-IT Services	\$ 664,300	\$ 1,371,700
	Parsons Task Order 8 - FY25/26		
	Systems and IT Staff	\$ 398,600	\$ 769,400
	Launch Consulting Task Order 7 - FY 25/26		
	IT Services	\$ 230,600	\$ 547,900
	AVI - SPL LLC Task Order 3 - FY25/26		
	Audio Visual Services	\$ 35,100	\$ 54,400
	AD-IT Software	\$ 302,400	\$ 686,900
	e-Builder, Inc Task Order 8 - FY25/26		
	PMIS	\$ 169,300	\$ 238,500
	Launch Consulting Task Order 7 - FY 25/26		
	Software Subscriptions	\$ 54,900	\$ 91,800
	JAMBO-Silvacom LTD - FY 25/26		
	Customer Realtions Tool	\$ 37,800	\$ 39,600
	Convergent FY 25/26		
	Brivo Badging	\$ 2,500	\$ 2,800
	DocuSign		
	DocuSign Subscription	\$ -	\$ 5,200
	IRIS - Task Order 3 - FY 25/26		
	Risk Management Software	\$ 37,900	\$ 47,100
	I-Spring		
	Learning Management Software	\$ -	\$ 11,900
	P6		
	Cloud Hosting	\$ -	\$ 50,000
	Licensing		\$ 200,000
	AD-IT Hardware	\$ 124,100	\$ 204,600
	Launch Consulting Task Order 7 - FY 25/26	\$ 86,400	\$ 169,600
	Hardware	\$ 70,000	\$ 144,000
	Data Warehouse	\$ 16,400	\$ 25,600
	Caltronics Government Services FY 25/26		
	Office Copiers/Printers	\$ 37,700	\$ 35,000
PMO-Procurement and Contract Administration		\$ 762,900	\$ 978,200
PCA-Management			
	PCA-Management	\$ 762,900	\$ 978,200
	Parsons Task Order 8 - FY25/26		
	Procurement Manager	\$ 728,300	\$ 914,700
	Metropolitan Water Dist of S. Cal Task Order 14 - FY25/26		
	Contract Administrator	\$ 34,600	\$ 63,500
PMO-Property		\$ 1,028,300	\$ 1,273,600
PY-Management			

Description		FY24/25 Budget \$	Proposed Draft FY25/26 Budget \$
PY-Management		\$ -	\$ 659,100
	Jacobs Task Order 8 - FY25/26		
	Planner	\$ -	
	Bender Rosenthal, Inc Task Order 8 - FY25/26		
	Property Manager	\$ 145,100	\$ 493,600
	Title Searches	\$ -	\$ 165,500
PY-Property Agents			
PY-Property Agents		\$ 501,200	\$ 114,500
	Bender Rosenthal, Inc Task Order 8 - FY25/26		
	ROW Services	\$ 407,900	
	Hamner, Jewell & Associates Task Order 7 - FY25/26		
	ROW Services	\$ 58,300	\$ 62,000
	Associated Right of Way Serv, Inc Task Order 7 - FY25/26		
	ROW Services	\$ 35,000	\$ 52,500
PY-Temporary Entrance Permits			
PY-Temporary Entrance Permits		\$ 332,000	\$ 350,000
	Dept of Water Resources FY 25/26		
	TEPs	\$ 50,000	\$ 350,000
	Jacobs Task Order 8 - FY25/26		
	Temporary Entrance Permits	\$ 282,000	\$ -
PY-Court Ordered Entry Deposit			
PY-Court Ordered Entry Deposits		\$ 50,000	\$ 150,000
	Dept of Water Resources FY 25/26	\$ -	
	COE Deposits	\$ 50,000	\$ 150,000
PY-Court Ordered Entry Credits		\$ -	
	Dept of Water Resources FY 25/26		
	COE Credits	\$ -	
PMO-Permitting Management		\$ 1,254,600	\$ 2,924,600
PM-Management			
PM-Management		\$ 534,700	\$ 2,266,400
	Jacobs Task Order 8 - FY25/26		
	Enviromental Permitting Staff	\$ 384,700	\$ 2,020,400
	GB Permit Engineer Inc Task Order 4 - FY25/26		
	Enviromental Permitting Staff	\$ 150,000	\$ 246,000
PM-Permit Monitoring & Compliance			
PM-Permit Monitoring & Compliance		\$ 719,900	\$ 658,200
	Jacobs Task Order 8 - FY25/26		
	Enviromental Permitting Staff	\$ 719,900	\$ 658,200
PMO-Health and Safety		\$ 431,600	\$ 420,100
HS-Management			
HS-Management		\$ 431,600	\$ 420,100
	Parsons Task Order 8 - FY25/26		
	Health and Safety Staff	\$ 431,600	\$ 420,100
PMO-Quality Management		\$ 698,600	\$ 567,800
QM-Management & Auditing			
QM-Management & Auditing		\$ 698,600	\$ 567,800
	Parsons Task Order 8 - FY25/26		
	Quality Management Staff	\$ 698,600	\$ 567,800

Description		FY24/25 Budget \$	Proposed Draft FY25/26 Budget \$
PMO-Sustainability		\$ 501,500	\$ 445,500
ST-Management			
ST-Management		\$ 501,500	\$ 445,500
	Parsons Task Order 8 - FY25/26		
	Sustainability Management Staff	\$ 501,500	\$ 445,500
PMO-Geotechnical Management		\$ 444,300	\$ 1,577,700
GT-Management			
GT-Management		\$ 444,300	\$ 1,577,700
	Jacobs Task Order 8 - FY25/26		
	Geotech Management	\$ 444,300	\$ 1,577,700
PMO-Survey and Mapping Management		\$ -	\$ 358,800
SM-Management			
SM-Management		\$ -	\$ 358,800
	Jacobs Task Order 8 - FY25/26		
	Survey Management	\$ -	\$ 358,800
PROGRAM INITIATION		\$ 13,938,700	\$ 26,094,700
PI-Engineering		\$ 13,938,700	\$ 26,094,700
PIE-Management & Administration			
PIE-Management & Administration		\$ 1,141,900	\$ 2,352,600
	Jacobs Task Order 8 - FY25/26		
	Management and Administrative Staff	\$ 1,141,900	\$ 2,352,600
PIE-CEQA Engineering Support			
PIE-CEQA Engineering Support		\$ -	\$ -
	Jacobs Task Order 8 - FY25/26		
	CEQA Support Staff	\$ -	\$ -
PIE-Facility Studies			
PIE-Facility Studies		\$ 5,657,900	\$ 50,400
	Jacobs Task Order 8 - FY25/26		
	Facility Studies Staff	\$ 5,657,900	\$ 50,400
	Facility Studies Resources	\$ -	
PIE-Project Definition Reports			
PIE-Project Definition Reports		\$ 6,937,300	\$ -
	Jacobs Task Order 8 - FY25/26		
	Project Definition Staff	\$ 6,937,300	
	Project Definition Resources	\$ -	
PIE-Basis of Design Reports			
PIE-Basis of Design Reports		\$ -	\$ 20,517,500
	Jacobs Task Order 8 - FY25/26		
	Basis of Design Reports Staff	\$ -	\$ 20,517,500
PIE-Program Delivery Planning			
PIE-Program Delivery Planning		\$ -	\$ 2,941,500
	Jacobs Task Order 8 - FY25/26		
	Engineering & Project Delivery	\$ -	\$ 2,941,500
PIE-Permit Engineering Support			
PIE-Permit Engineering Support Services		\$ 201,600	\$ 232,700
	Jacobs Task Order 8 - FY25/26		
	Permit Engineering Support Services	\$ 201,600	\$ 232,700
PI-Fieldwork		\$ -	\$ -

Description		FY24/25 Budget \$	Proposed Draft FY25/26 Budget \$
PIF-Management			
PIF-Management		\$ -	
	Jacobs Task Order 8 - FY25/26		
	Management and Support Staff	\$ -	
	Santa Clara Valley Water District		
	Field Work Management Services	\$ -	
	AECOM		
	Field Work Management Services	\$ -	
PIF-Geotechnical Work			
PIF-Geotechnical Work		\$ -	
	AECOM		
	Field Work Geotechnical	\$ -	
PIF-Surveying			
PIF-Surveying		\$ -	
	Jacobs Task Order 8 - FY25/26		
		\$ -	
PIF-Environmental Monitoring			
PIF-Environmental Monitoring & Surveying		\$ -	
	Jacobs Task Order 8 - FY25/26		
	Environmental Monitoring and Surveying Staff	\$ -	
PROGRAM DELIVERY		\$ 9,334,200	\$ 12,063,600
PD-Project Delivery		\$ 9,334,200	\$ 12,063,600
PD-Project Geotechnical			
PD-Geotechnical		\$ 9,334,200	\$ 5,149,000
	AECOM Task Order 11 - FY25/26		
	Field Work Management	\$ 3,779,900	\$ 890,600
	Field Work Geotechnical	\$ 5,554,300	\$ 4,258,400
PD-Project Surveying and Mapping			
PD-Property Access & Acquisition		\$ -	\$ 1,818,700
	Psomas Task Order 5 - FY25/26		
	Survey & Mapping		\$ 1,818,700
PD-Undefined Allowance			
PD-Undefined Allowance		\$ -	\$ 5,095,900
	Undefined Allowance	\$ -	\$ 5,095,900
Note: Numbers are rounded up to the nearest hundred.			

Agenda Item 5a | Attachment 3 - Draft Vendor Task Orders for FY 2025/26

Attachment A – Scope of Services

Associated Right of Way Services, Inc. | Agreement 180010 | Task Order 0007

Expected ROW agent responsibilities and services to be provided under this overall task order are outlined below, while specific outcomes are presented in Attachment B—Deliverables. This scope of work falls under three main tasks:

- Task 1: Project Management
- Task 2: Access Agreement Management
- Task 3: Other Direct Costs

Task 1: Project Management

1. Project Management

The ROW agent will manage the effort from a financial, contractual, and quality perspective and provide oversight of project administration and coordination activities. Specific project management actions to be performed under this subtask include but are not limited to:

- Providing monitoring, reporting and coordination services associated with this task order including document control functions, invoicing, and preparation of monthly cost reports.
- Attending routine project coordination meetings, training, and briefings.

Task 2: Access Agreement Management

1. Support New and Ongoing Access Agreements

The ROW agent will provide continued support and coordination efforts for the acquisition of TEPs and COEs required to conduct fieldwork on privately owned properties. Specific actions to be performed under this subtask for properties assigned to Associated Right of Way by the DCA include:

- Assisting in preparing and sending new TEPs and serving as the initial point of contact for new TEPs.
- Continuing to support the DCA and DCO with necessary landowner communications, including working with the landowners to prepare Payee Data Records, Memoranda of Settlement, and any agreement extensions or other related matters.
- Performing title searches, reviewing vesting documents, and performing other landowner research, as requested.
- Reporting TEP status and progress during regularly scheduled and as requested meetings.

The ROW Agent shall deliver all final and signed TEPs as they are acquired through the duration of this task order. The ROW Agent will upload a PDF copy to DWR's SharePoint library, as well as DCA's SharePoint library and/or Trimble Connect, as directed by DCA.

By June 1st, 2026, the ROW Agent shall submit a summary report to DCA containing the following items for fiscal year FY25/26:

- Number of properties solicited for Temporary Entry Permits
- Approximate time (in weeks) to receive approval or disapproval of requested Temporary Entry Permits



- Approximate number of hours required to conclude Temporary Entry Permit negotiations, including compiling documentation, research, communications with landowner, filing documents, etc., per Temporary Entry Permit

The ROW Agent will coordinate the template and format of this deliverable with DCA. The intent of the deliverable described above is to assist DCA and DCO in planning for future field activities; the results of the deliverable above are not intended to act as an evaluation of Associated Right of way Services' performance.

Task 3: Other Direct Costs

1. Other Direct Costs

This task provides reimbursement for travel-related costs, postage, and title searches, as needed and approved, to perform the work in this task order. Title searches and other miscellaneous expenses (other than postage) will require prior approval from the DCA Agreement Administrator and submission of a Direct Purchase Request including quote(s) before purchase/request and submitting as back up to the invoice.

Attachment B - Deliverables

Associated Right of Way Services | Agreement # 180010 | Task Order 0007

WBS Code	ID #	Deliverable Name	Due Date
15001-PY-Property Agents	2526.1	TEP Results Summary Report	6/30/2026

Attachment C - Budget Summary (Time and Materials Task Order)

Associated Right of Way Services | Agreement # 180010 | Task Order 0007

WBS Code	Item Number	Item Description	Task Order Value
15001-PY-Property Agents	001	Project Management	\$ 7,778.76
15001-PY-Property Agents	002	Support New and Ongoing Access Agreements	\$ 40,968.99
15001-PY-Property Agents	003	Other Direct Costs	\$ 3,000.00
	004		
	005		
	006		
Total			\$ 51,747.75

DRAFT

Attachment A – Scope of Services

Psomas | Agreement # 180013 | Task Order 0005

This scope of services narrative is meant to provide a rough outline of the tasks requested of Psomas in order to provide an order of magnitude of the effort and budget required for the land surveying tasks outlined below for the period of July 1, 2025, through June 30, 2026. It should also be noted that this schedule and budget is contingent upon timely reviews by the appropriate approving authority and approval to commence field work which is currently estimated to be March of 2026.

Psomas will complete the following tasks in conformance with DWR Geomatics Practice Version Geo-01 last updated 11/8/2019.

Task 1: Primary Survey Control Network

Psomas will create a Primary Survey Control Network plan at an approximate 2-mile spacing along the alignment of the project. Psomas will conduct extensive research to determine the extent of previously published survey control within the project area and the location of existing passive survey control monuments. Psomas field staff will conduct reconnaissance in the field to determine the condition of existing control monuments and their ability to be surveyed. A global navigation satellite system (GNSS) observation plan and new survey control monument build plan will then be created and submitted to DWR for approval. Psomas will collaborate with DWR regarding the character of passive survey control monuments to be built in the field at the required spacing.

Deliverables:

1. Research and reconnaissance data report memo
2. Draft GNSS observation plan submitted to DWR for approval
3. New survey control monuments build plan submitted to DWR for approval

Task 2: Right-of-Way Engineering

1. Notification Letters: Psomas will finalize two types of landowner notification letters. The first one will serve to make all landowners aware that the boundary resolution phase of the project is starting and how they may be impacted from a land survey/boundary perspective. The second letter will be specific to each landowner and will be meant to provide them with a two-week window of time their property may be visited by land surveyors for the purposes of determining their existing property lines. Both letters will be provided to DCA for verbiage editing and approval. Since temporary entry permits (TEP's) will also be used as a tool, the notification letters will refer to the TEP's.
2. Property Research & Record Data Calculations: Psomas will perform office research, and pre-calculation of up to 100 parcels in San Joaquin County. The property descriptions included in client supplied title reports will be calculated, and information packages will be created to facilitate boundary data discovery.
3. Boundary Surveys: Psomas field staff will visit the parcels for which we have completed information packages. The success of the field work will depend upon access to the pertinent parcels. The boundary surveys will be performed utilizing real time kinematic (RTK) or real time network (RTN) GPS observations, total stations, or fast-static GPS methods. This data will be reduced and compared to the record boundary information of the corresponding parcel. A boundary resolution DWG/DGN will be created for each parcel surveyed. A law enforcement escort may be needed to access some properties, which is budgeted under Task 5.



4. **Appraisal Packages:** Psomas will begin creating appraisal packages for each property surveyed. The appraisal package will consist of appraisal mapping showing the proposed easement or fee acquisition, proposed legal description and corresponding exhibit plat, current title report, an encumbrance matrix and all supporting documentation. DWR standards and specifications to be used as guidance in the preparation of each appraisal package.

Deliverables:

1. Notification letters submitted for approval by DCA staff
2. Up to 20 sets of property research and record data calculations with memo
3. A DWG/DGN showing boundary resolution notes for each parcel surveyed

Task 3: Topographic Surveying & Mapping

Psomas will work with the Engineering Design Management team (EDM) to identify priority areas requiring design surveys before the acquisition of the project wide topographic mapping is available. Psomas will use RTK or RTN GPS observations, total stations, unmanned aerial vehicle (UAV or drone) or fast-static GPS to set site control and collect pertinent topographic features in conformance with the EDM needs. Mapping scale and digital terrain model (DTM) resolution to be determined by the EDM. Computer mapping platform shall be with DWG or DGN as required by the EDM. Up to four project areas approximately 2 acres in size are assumed.

Deliverables:

1. Site survey control report
2. Topographic mapping (DWG or DGN)
3. Web based imagery of the mapping area
4. Pertinent field notes, files, photos & 360 videos

Task 4: Project Management

The Psomas project management team will continuously review the progress of the survey tasks. This team will adhere to a rigorous QA/QC method to assure a second set of eyes will be used regarding all deliverables. A subcontracting plan will be implemented if required to maintain an aggressive delivery schedule. The project management team will also be charged with following the project Health and Safety Plan. This team will attend project meetings as required and submit bi-weekly progress reports if requested.

Task 5: Other Direct Costs

A law enforcement escort may be needed to access some properties to perform the boundary surveys required under Task 2. This task provides a budget for these other direct costs (ODCs) that may need to be paid to county sheriff's office(s) for this service.



Psomas | Agreement # 180013 | Task Order 0005

[illegible]

Psomas | Agreement # 180013 | Task Order 0005

WBS Code	Item Number	Item Description	Task Order Value
41003-PDPD-Surveying & Mapping	001	Primary Control Network	\$ 105,119.74
41003-PDPD-Surveying & Mapping	002	Right-of-Way Engineering	\$ 1,374,123.00
41003-PDPD-Surveying & Mapping	003	Topographic Surveying & Mapping	\$ 67,407.32
41003-PDPD-Surveying & Mapping	004	Project Management	\$ 252,028.64
41003-PDPD-Surveying & Mapping	005	ODC Allocation for Sheriff Escort Charges	\$ 20,000.00
Total			\$ 1,818,678.70

*Note: Technical team may leave WBS Code blank, Project Controls will confirm coding. *This phrase should be removed when document*

Attachment A – Scope of Services

Parsons | Agreement 190009 | Task Order 0008

Task 1: Chief of Staff

- Provide support and advise the Executive Director in the capacity of Chief of Staff, as well as Board Clerk for the DCA Board of Directors Meetings.
- 1. These work efforts will include facilitation and preparation of:
 - Bi-Monthly Board Packets
 - Monthly DCA Board Reports (x12)
 - Final DCA Annual Report (FY24/25)
 - DCA Final Annual Budget Package (FY25/26)

Task 2: Chief Engineer

1. Provide advisory services to the Executive Director for the execution of the engineering activities performed by the Technical Services Division. Attend and participate in stakeholder engagement, planning and technical workshops. Oversee current Engineering team, assess their progress, provide reviews of Technical Services deliverables, and participate in technical planning and design activities, as requested by the Executive Director.
2. Support in the development of assigned Programmatic Management Plans and Procedures. Participate in development of Policies, Procedures, Job Aids, tool selection, rollout, and training.

Task 3: Program Management Support

- Parsons will provide a Program Support Manager who oversees the delivery of Program Controls (Cost, Schedule, Document, Risk, and Estimating Management), Administration, Information Technology, Health & Safety, Quality, and Procurement & Contracting services. This position ensures these functions meet timelines, are aligned with short and long-term objectives of the Delta Conveyance Project and operate within their approved budget.
- Lead development and maintenance of program-wide requirements, policies, plans, processes and tools to facilitate DCP delivery, and to meet the fiduciary and reporting requirements as outlined in the DCA governance documents.
- Manage the preparation, development/updates, and implementation of a comprehensive set of Management Plans and SOPs. Establish standards for program team members that are responsible for leading development or updates of Programmatic Management Plans and Procedures. These standards may include, 1) Create detailed work plans and form and organize cross-functional stakeholder teams, 2) Create and maintain business process workflow diagrams, 3) Identify, draft, update and obtain approval of Policies, Procedures, and Job Aids, 4) Coordinate with PMIS and IT teams to evaluate, select, and implement needed technologies, 5) Participate in development of Policies, Procedures, Job Aids, tool selection, tool implementation, 6) Lead rollout and training of the plans and adoption of the processes and tools.
- Report at a programmatic level on functions of the DCA.
- Manage the project from a financial, contractual, and quality perspective and provide oversight of the day-to-day general project administration.



1. Lead the development of the following plans:
 - Program Management Plan Update which serves as a stand-alone document that includes the program vision, mission, definition, strategic goals, organization and organizational responsibilities, and primary functional areas.
 - Project Management Guidelines and Standards which will support Program Delivery by serving as a summary document for project teams and project managers as they develop their Project Management Plans to ensure all programmatic requirements and expectations are met.

Task 4: Program Controls Management

1. Parsons will provide a Program Controls Manager to:
 - Develop and Maintain Program Controls business processes
 - The Program Controls Manager will oversee scope, cost, funding, budget, schedule, and risk controls functions.
 - Lead Program Controls Organization
 - Develop and Maintain Program Controls Communications and Reporting
2. The Program Controls Manager will lead the Program Controls effort in the periodic communication of metrics and Key Performance Indicators (KPI) to Program Management Office leadership as well as to designated external stakeholders.
3. Performs independent analyses of program functions, including validation of schedule, cost, or risk, project-level information generated by the Technical Services Division or other Divisions in the Program team.
4. Support in the development and updates of assigned Programmatic Management Plans and Procedures. Participate in development and updates to Policies, Procedures, Job Aids, tool selection, rollout, and training, and adoption.

Task 5: Cost Management

1. Working with the Program Controls Manager, the Cost management team will perform the following:
 - Prepare and maintain Master Program Budget including preparation of Annual Fiscal Year Budgets, managing program budget change requests, and reporting budget status.
 - Track and Manage Program Commitments including all contracts, contract changes, purchases, and other expenditures. Provide reporting on commitment status consistent with policies and procedures.
 - Review, audit and process all Contract Invoices and Submit and Track Payments with DCO. All audits shall be conducted consistent with Program Policies and Procedures.
 - Prepare weekly, monthly, quarterly, and annual reports as identified in the Program Policies and Procedures.
2. Lead the development of the following plans:
 - Cost Management Plan Update which consolidates the current Budget, Cost, and Funding Management Plans and updates the plans in preparation for Program Delivery.

- Change Management Plan Update which updates the existing change management plan to incorporate program and project baselining and scope, schedule, budget, and risk change management in preparation for Program Delivery.
3. Lead the implementation of a Funding Reallocation which reconfigures Trimble Unity Construct to track and reallocate funding for historical commitments, task orders, and invoices and to allow that funding to be split on selected task order line items.

Task 6: Schedule Management

1. Define schedule management standards and provide oversight and support to the Master Program Schedule developed and maintained by the Technical Services team.
2. Lead the development of the following plan:
 - Schedule Management Plan Update which advances the processes, procedures and tools to support Program Delivery including project schedule standards, work breakdown structure, cost breakdown structure, risk and contingency, and reporting.

Task 7: Document Management

1. Manage and support document controls processes across the program including DCA working area document management access and updates, plan development and technical editing support, deliverable acceptance, and records retention.
2. Lead the development of the following plan:
 - Document Management Plan Update which advances the processes, procedures and tools to support Program Delivery including definition of project specific folder and file naming standards, selection of a project document management system(s) that will be used for project management, design, construction, handover, and closeout management.

Task 8: Risk Management

1. Manage and support risk management processes across the program including the facilitation of risk register updates, qualitative and quantitative risk analysis, contingency planning, and integration of risk with the program scope, cost, and schedule management.
2. Lead the development of the following plan:
 - Risk Management Plan Update which advances the processes, procedures and tools to support Program Delivery including definition of project specific risk register requirements, project team risk, issue, change, and escalation requirements, and project level contingency management authorities.

Task 9: Cost Estimating Management

1. Define cost estimating standards and provide oversight and support to the cost estimates developed and maintained by the Technical Services team.
2. Support independent cost estimates, as requested.
3. Lead the development of the following plan:
 1. Cost Estimating Plan Update which advances the processes, procedures and tools to support Program Delivery including expansion of the definition of estimating roles and responsibilities across the Program Support, Technical Services, and individual project teams including the final designer, construction manager, and construction contractors.

Task 10: Administration Management

1. Provide Administration and Facilities Management services to support ongoing needs of the DCA headquarters office. Manage contracts associated with the facilities operations.
2. Provide support services to DCA team members including facilities and IT support, onboarding, offboarding, certification tracking, training, event coordination, conference coordination, and outreach coordination.
3. Continue to support implementation of the Program IT Master Plan and full implementation of IT systems and related support services
4. Lead the development of the following plan:
 - Resource Management Plan which will consolidate the existing Onboarding/Offboarding/Certification Tracking Plan, Training Plan, and Knowledge Management Plan. The plan will also be updated to prepare for Program Delivery and update existing or create new processes for project teams including final designers, construction managers, and construction contractors.

Task 11: Information Technology

1. Provide continued Program Management Information Systems (PMIS) Implementation Services to support the long-term execution of the program.
2. Provide ongoing system support, training, configuration and change management for:
 - DCA SharePoint - Program Document Collaboration and Record System
 - Trimble Unity Construct - DCA Project, Budget, Cost, Commitment, Change, Invoicing, Health and Safety, Quality system
 - DCA Oracle Primavera P6 - Schedule Management System
 - Iris Risk Management - DCA Risk Management System
 - iSpring - DCA Learning Management System
 - DCA Power BI and Azure Data Warehouse – Programmatic reporting and data integration system
3. Provide oversight, coordination, and/or integration services for systems currently developed or operated by other organizations such as:
 - CA DWR ESRI – Geographic Information System
 - CA DWR DCO SharePoint – DCO document management
 - Systems hosted by DCA vendors such as Jacobs, Parsons, or AECOM
4. Support systems architecture planning needed to support upcoming Basis of Design Report and activities associated with Program Delivery such as BIM, GIS, and Environmental compliance tracking.
5. Implement system improvements that result from approved Continuous Improvement Recommendations.
6. Lead the development of the following plans:
 - Program Management Information Systems (PMIS) Master Plan Update which provides the strategic vision, enterprise system architecture, and implementation roadmap

(updated annually) for technologies that support the creation, delivery, and collaboration of program work.

- Configuration Management Plan Update which describes the processes and tools required to keep key programmatic information consistent across tools such as the cost system, scheduling system, design models, and geographical information systems.
- Asset Management Implementation Plan which describes how the assets built by the DCA will fit into the DWR Asset Hierarchy along with processes and tools for defining and maintaining asset information through planning, design, construction, startup, and turnover.

Task 12: Procurement & Contracting Management

1. Provide Procurement and Contract Administration support to help lead and track procurements, contract negotiations, task order negotiations, change orders, and payments.
2. Lead the development of the following plan/deliverables:
 - Contract Management Plan Update which will consolidate the existing Procurement Management Plan and existing Contract Administration Plan. The plan will also be updated to define processes, templates, and systems in preparation for Program Delivery including updates to procurement processes and contract templates to support hiring of final designers, construction managers, and construction contractors. The plan may also need to be updated to adapt to additional contracting strategies such as Design-Build, CM-at-Risk or Progressive Design Build.
 - Procurement Strategy Table which is an ongoing list that maintains all planned new procurements, contract renewals, and other major procurements.

Task 13: Health & Safety Management

1. Health and Safety Manager oversees health and safety activities on the program and implements the Health, Safety & Security Plan.
2. Lead the development of the following plan/deliverables:
 - Health, Safety & Security Plan Update (HSSP) which will expand requirements, processes, and tools to support Program Delivery including roles and requirements project teams including final designers, construction managers, and construction contractors.
 - Workplace Violence Prevention Plan Update which documents DCA and vendor requirements and expectations for managing workplace violence and required by California law.

Task 14: Quality Management

1. Quality Manager oversees Quality management activities on the program and implements the Quality Management Plan.
2. Lead validation and verification of compliance with DCA governing requirements.
3. Support planning for key business functions, processes, procedures, and systems that will be needed for Program Delivery so that they can be established in time to support Program Delivery.
4. Conduct as needed Quality Assurance audits to validate that Programmatic Plans are implemented and followed.



5. Lead the development of the following plan/deliverables:
 - Quality Management Plan (QMP) Update which will expand requirements, processes, and tools to support Program Delivery including quality expectations for project teams including final designers, construction managers, and construction contractors.
 - Quarterly Continuous Improvement Summaries that communicate approved and implemented updates to policies, plans, processes, and tools.
 - Audit Reports, as needed per functional area or plan, which document items audited, observations, non-conformances, and/or recommendations for improvement.

Task 15: Sustainability Management

1. Sustainability Manager oversees Sustainability management activities on the program. Parsons will work with the Authority team to a draft Program Sustainability Management Plan.
2. Lead the development of the following plan:
 - Program Sustainability Management Plan (PgSP) which defines the DCAs approach, objectives, metrics, and processes for managing and communicating sustainability goals.

Task 16: Internship Program

1. Parsons will implement an internship program by hiring college students for up to 1,340 hours of work. The interns will be hired via Parsons subconsultant, Chaves.

Task 17: Conference Expenses

1. This task covers registration/sponsorship fees, room rental fees, and other expenses (such as furniture/equipment rental fees, booth fees, electricity/Wi-Fi fees, express/shipping/handling fees, food/beverage charges for DCA-hosted conferences, etc.) to support DCA conference events.
2. Conference expenses will be invoiced to DCA at cost.

Task 18: DCA Office Supplies & Perishables

1. Parsons will procure supplies required for administration usage in the office or for DCA board meetings.
2. Parsons will procure perishables such as reimbursable meals for approved DCA events and tours.
3. Expenses associated with the supplies and perishables will be invoiced to DCA at cost.

Task 19: Outreach Expenses

1. Parsons will procure equipment, fees (such as room/furniture/equipment rental fees, electricity/Wi-Fi fees, express/shipping/handling fees, food/beverage charges, etc.), and/or supplies required for Outreach meetings/events, materials, collateral, and other Outreach efforts.
2. Expenses associated with the supplies will be invoiced to DCA at cost.

Attachment B - Deliverables

Parsons | Agreement # 190009 | Task Order 0008

WBS Code	ID #	Deliverable Name	Due Date
10001-EO-Executive Office	08-PS-0001	Bi-Monthly Board Packet 2025-08	8/29/2025
10001-EO-Executive Office	08-PS-0002	Bi-Monthly Board Packet 2025-10	10/31/2025
10001-EO-Executive Office	08-PS-0003	Bi-Monthly Board Packet 2025-12	12/26/2025
10001-EO-Executive Office	08-PS-0004	Bi-Monthly Board Packet 2026-02	2/27/2026
10001-EO-Executive Office	08-PS-0005	Bi-Monthly Board Packet 2026-04	4/24/2026
10001-EO-Executive Office	08-PS-0006	Bi-Monthly Board Packet 2026-05	5/29/2026
10001-EO-Executive Office	08-PS-0007	Bi-Monthly Board Packet 2026-06	6/26/2026
10001-EO-Executive Office	08-PS-0008	Monthly DCA Board Report 2025-07	7/25/2025
10001-EO-Executive Office	08-PS-0009	Monthly DCA Board Report 2025-08	8/29/2025
10001-EO-Executive Office	08-PS-0010	Monthly DCA Board Report 2025-09	9/26/2025
10001-EO-Executive Office	08-PS-0011	Monthly DCA Board Report 2025-10	10/31/2025
10001-EO-Executive Office	08-PS-0012	Monthly DCA Board Report 2025-11	11/28/2025
10001-EO-Executive Office	08-PS-0013	Monthly DCA Board Report 2025-12	12/26/2025
10001-EO-Executive Office	08-PS-0014	Monthly DCA Board Report 2026-01	1/30/2026
10001-EO-Executive Office	08-PS-0015	Monthly DCA Board Report 2026-02	2/27/2026
10001-EO-Executive Office	08-PS-0016	Monthly DCA Board Report 2026-03	3/27/2026
10001-EO-Executive Office	08-PS-0017	Monthly DCA Board Report 2026-04	4/24/2026
10001-EO-Executive Office	08-PS-0018	Monthly DCA Board Report 2026-05	5/29/2026
10001-EO-Executive Office	08-PS-0019	Monthly DCA Board Report 2026-06	6/26/2026
12002-PCTRL-Cost Mgt	08-PS-0020	Cost Management Plan Update	2/27/2026
12002-PCTRL-Cost Mgt	08-PS-0021	Change Management Plan Update	4/24/2026
12002-PCTRL-Cost Mgt	08-PS-0022	Funding Reallocation	10/31/2025
12003-PCTRL-Schedule Mgt	08-PS-0023	Schedule Management Plan Update	1/30/2026
12004-PCTRL-Document Mgt	08-PS-0024	Document Management Plan Update	4/24/2026
12001-PCTRL-Risk Mgt	08-PS-0025	Risk Management Plan Update	12/26/2025
12007-PCTRL-Cost Estimating	08-PS-0026	Cost Estimating Plan Update	9/26/2025
12006-PCTRL-Program Governance	08-PS-0027	Program Management Plan Update	6/26/2026
12006-PCTRL-Program Governance	08-PS-0028	Project Management Guidelines & Standards	6/26/2026
13000-AD-Management	08-PS-0029	Resource Management Plan	6/26/2026
13006-AD-IT Services	08-PS-0030	PMIS Plan Update	6/26/2026
13006-AD-IT Services	08-PS-0031	Configuration Change Management Plan	6/26/2026
13006-AD-IT Services	08-PS-0032	Asset Management Implementation Plan	6/26/2026
14001-PCA-Procurement Management	08-PS-0033	Contract Management Plan	6/26/2026
14001-PCA-Procurement Management	08-PS-0034	Procurement Strategy Table	3/27/2026
17000-HS-Management	08-PS-0035	Health, Safety, & Security Plan Update	6/26/2026
17000-HS-Management	08-PS-0036	Workplace Violence Prevention Plan Update	4/24/2026
18000-QM-Management & Auditing	08-PS-0037	Quality Management Plan Update	12/26/2025
18000-QM-Management & Auditing	08-PS-0038	Quarterly Continuous Improvement Summary Report 2025-09	9/26/2025
18000-QM-Management & Auditing	08-PS-0039	Quarterly Continuous Improvement Summary Report 2025-12	12/26/2025
18000-QM-Management & Auditing	08-PS-0040	Quarterly Continuous Improvement Summary Report 2026-03	3/27/2026
18000-QM-Management & Auditing	08-PS-0041	Quarterly Continuous Improvement Summary Report 2026-06	6/26/2026
18000-QM-Management & Auditing	08-PS-0042	Quality Audit Report 2025-12	12/26/2025
18000-QM-Management & Auditing	08-PS-0043	Quality Audit Report 2026-03	3/27/2026
18000-QM-Management & Auditing	08-PS-0044	Quality Audit Report 2026-06	6/26/2026
19000-ST-Management	08-PS-0045	Program Sustainability Plan	6/26/2026

Attachment C - Budget Summary (Time and Materials Task Order)

Parsons | Agreement 190009 | Task Order 0008

WBS Code	Item Number	Item Description	Task Order Value
10001-EO-Executive Office	001	Chief of Staff	\$ 657,037.00
10002-EO-Chief Engineer	002	Chief Engineer	\$ 432,600.00
12006-PCTRL-Program Governance	003	Program Management Support `	\$ 1,183,525.97
12000-PCTRL-Management	004	Program Controls Management	\$ 460,611.60
12002-PCTRL-Cost Mgt	005	Cost Management	\$ 1,932,496.29
12003-PCTRL-Schedule Mgt	006	Schedule Management	\$ 730,903.45
12004-PCTRL-Document Mgt	007	Document Management	\$ 729,264.72
12001-PCTRL-Risk Mgt	008	Risk Management	\$ 367,179.55
12007-PCTRL-Cost Estimating	009	Cost Estimating Management	\$ 165,712.58
13000-AD-Management	010	Administration Management	\$ 1,709,474.52
13006-AD-IT Services	011	Information Technology	\$ 964,747.44
14001-PCA-Procurement Management	012	Procurement & Contracting Management	\$ 914,633.40
17000-HS-Management	013	Health & Safety Management	\$ 420,042.24
18000-QM-Management & Auditing	014	Quality Management	\$ 567,715.40
19000-ST-Management	015	Sustainability Management	\$ 445,474.18
10250-EO-Human Resources	016	Internship Program	\$ 77,411.80
10001-EO-Executive Office	017	Conference Expenses	\$ 15,600.00
13003-AD-Office Supplies	018	DCA Office Supplies & Perishables	\$ 35,400.00
11002-CE-SEC Meetings	019	Outreach Expenses	\$ 21,600.00
	020		\$ -
	021		
	022		
	023		
Total			\$ 11,831,430.14

Attachment A – Scope of Services

Launch Consulting | Agreement #190014 | Task Order 0007

Task 1: IT Professional Services

1. IT Professional Services

Launch Consulting will provide comprehensive IT Infrastructure design, configuration, coordination, and support to include:

- Infrastructure - Domain Controller, DHCP Management, DNS Management, Network
- Switches, Firewall, Dual Internet Feed, Wired & wireless networks, UPS's.
- Image (server, desktop, laptop) development, testing & deployment.
- Remote monitoring
- Equipment Installation, Moves, Adds & Changes (IMAC's)
- Technology Vendor coordination as directed by DCA including, but not limited to – VoIP, Audio-Visual, Printers, Security
- Cyber Security Administration
- Backup and disaster recovery
- Change Management
- Event Management
- Project Management
- Office 365 Suite of Products (SharePoint, OneDrive, Teams, Flow, etc.)

Deliverables:

IT Professional Services Monthly Status Report due with the submission of monthly invoice, to include:

- Monthly infrastructure design and configuration activities
- Server Image Development status
- Monitoring outcomes
- Summary IMAC activities
- Summary Vendor Coordination activities
- Summary Cyber Security alerts, remediation activities, ongoing threats
- Backup status
- Summary Change, Event & Project Management activities

2. Desktop Support – Remote

Launch Consulting will provide the staffing, equipment, system, and software required to provide remote Desktop Support to all DCA staff to include:

- Self-help portal, email and phone access for ticket generation, ticket management (automation, escalation, resolution, reporting)
- Office 365 Administration
- Security administration
- Smart phone support



- Desktop image management and deployment
- Audio/Visual support
- Remote user management
- Cross team IT coordination
- Vendor Management
- Operational Change Management
- Anti-Virus: patches, virus & malware mitigation
- Security Access
- Operational Reporting and Quality Assurance
- Service Level Management and Reporting
- Event Management
- Problem Management
- Release Management
- Change Management
- Asset Management

Remote Support Hours of Operation:

Launch Consulting will provide remote support services from 7:30 am to 5:30 pm, Monday through Friday, to meet the business needs of DCA. Launch will provide after-hours support 24/7 for critical issues, as defined in the Service Level Agreement table below.

Service Level Agreement (SLA)

Severity	Response Time	Resolution Time	Incident Severity Definition
Priority 1 "Critical Impact"	15 minutes	4 hours	An Incident causing a complete interruption or extreme degradation of service delivery to the affected client, environment, or business operation. Those affected cannot operate in an automated fashion until service delivery is restored.
Priority 2 "High Impact"	60 minutes	8 hours	An Incident causing a significant interruption or degradation of service delivery to the affected client, environment, or business operation. There is an automated contingency plan that allows those affected to achieve partial functionality during the event
Priority 3 "Moderate Impact"	4 hours	2 days	An Incident causing a moderate interruption or degradation of service delivery to the affected client, environment, or business operation. While immediate impact is moderate, the risk for increased impact may be apparent. There may be an automated or manual contingency plan that allows those affected to achieve a level approaching normal service delivery during the event.
Priority 4 "Low Impact"	8 hours	5 days	An Incident causing a minor interruption or degradation of service delivery to the affected client, environment, or business operation. While immediate impact is low, the risk for increased impact may increase as the incident continues. There is an automated or manual contingency plan that allows those affected to achieve a level approaching normal service delivery during the event.

Deliverables:

Desktop Support Remote Monthly Status Report due with the submission of monthly invoice, to include:

- Service Level Metrics including
- # of Tickets Created
- Average Time to Respond
- Average Time to Resolve
- Tickets by Severity Level
- Summary Desktop Images activities
- Summary Vendor Management activities
- Summary Change, Event, Problem, Release and Asset Management activities
- Summary virus, patch, and malware mitigation activities
- One month look-ahead

1. Server Support

Launch Consulting will provide the following Server Support activities remotely. When required, technicians will be dispatched to DCA Headquarters to resolve issues that cannot be addressed remotely.

- General services
- Firewall Administration
- Cyber Security – patches, security remediation, virus protection
- Event Management
- Problem Management
- Release Management
- Change Management
- Routing and switching support
- Monitoring – vulnerability scanning and alerting

Deliverables due with the submission of monthly invoice:

- Summary activities
- Summary Cyber Security alerts, remediation activities, ongoing threats
- Summary Event, Problem, Release & Change Management activities
- Summary Anti-virus, patch & malware mitigation activities
- Summary Monitoring activities, alerts

Task 2: Onsite IT Support**1. Onsite IT Support**

Launch Consulting will provide staffing onsite at DCA Headquarters, or at remote locations as directed to provide:

- Desktop and user support
- Coordination of support with contractor parent company IT services
- Coordination and support with DCA licensed software
- Hands on troubleshooting
- Single point of resolution support
- Problem Management
- Release Management
- Change Management



- Anti-Virus: patches, virus & malware mitigation
- Equipment IMAC's
- Audio/Visual equipment support
- Monthly Audio/Visual equipment check prior to public meetings
- Onsite maintenance

Deliverables:

Onsite IT Support Monthly Status Report due with the submission of monthly invoice, to include:

- Summary activities
- Summary Problem, Release, Change Management activities
- Summary Anti-virus, patch & malware mitigation activities
- Summary IMAC activities
- A/V equipment check results
- Summary accomplishments
- One month look-ahead

Task 3: Data Warehouse

Data Warehouse

Launch Consulting will maintain the DCA Data Warehouse environment to include:

- Implementation engineering services, database development as requested.
- Data Analysis/Dashboard creation & management as requested.
- Hosting
- Database maintenance
- Cyber Security

Deliverables:

Data Warehouse Monthly Status Report due with the submission of monthly invoice to include:

- Summary Database Activities
- Summary Cyber Security alerts, remediation activities, ongoing threats

Task 4: Software Licenses

Software Licenses

- Launch Consulting will provide:
- Microsoft 365 and other Microsoft license procurement and management
- Other software license procurement & management as requested by DCA

Deliverables:

DCA License Monthly Status Report due with the submission of monthly invoice to include:

- Active Microsoft 365 licensee list
- Monthly Installation, Move, Add and Change summary
- Other Software license summary
-

Task 5: Technology Equipment & Other Direct Costs

1. Technology Equipment

Launch Consulting will provide procurement, warehousing, setup, delivery and installation of all requested technology equipment including:

- Laptops, desktops
- Monitors
- Docking Stations
- Peripherals including but not limited to keyboards, mice, speakers, headsets.
- Printers

When requested, Launch will prepare a quote for Technology Equipment purchases and submit the quote for approval via the DCA e-Builder Direct Purchase Request (DPR) process in advance of purchase. Invoices that contain ODC charges will include receipts for the item(s) purchased with reference to the approved DPR process number. Approved charges may be invoiced upon delivery of equipment.

2. Other Direct Costs

As requested, Launch may provide necessary subscriptions (not related to previously described license subscriptions), conference fees, equipment or materials not previously described. Launch will prepare a quote for these types of purchases and submit the quote for approval via the DCA e-Builder Direct Purchase Request (DPR) process in advance of purchase. Invoices that contain ODC charges will include receipts for the item(s) purchased with reference to the approved DPR process number. Approved charges may be invoiced upon approval of DPR and delivery of equipment or materials if applicable.

3. Travel

As requested, Launch personnel may have the need to travel to remote locations to execute required work. To receive reimbursement for travel costs, Launch will prepare a Consultant Travel Authorization form, located on the DCA SharePoint, and submit the completed form for approval via the DCA e-Builder DPR process in advance of travel. Travel costs will be reimbursed only per the limits provided in the DCA Travel Policy unless an exception has been granted by the DCA Executive Director.

Deliverables:

Technology Equipment Monthly Status Report due with the submission of monthly invoice, to include:

- Monthly purchases

Attachment B - Deliverables

Launch Consulting | Agreement # 190014 | Task Order 0007

WBS Code	ID #	Deliverable Name	Due Date

DRAFT

Attachment C - Budget Summary (Time & Materials)

Launch Consulting | Agreement # 190014 | Task Order 0007

WBS Code	Item Number	Item Description	Task Order Value
13006-AD-IT Services	TM-1	Onsite IT Support	\$ 459,253.00
13008-AD-IT Hardware	TM-2	Allowance for Data Warehouse Access Fees	\$ 10,000.00
13008-AD-IT Hardware	TM-3	Data Warehouse Hosting/Support	\$ 15,600.00
13007-AD-IT Software	TM-4	Software Licenses	\$ 96,812.00
13008-AD-IT Hardware	TM-5	Allowance for Technology Equipment & Other Direct Costs	\$ 144,000.00
Total Time and Materials			\$ 725,665.00

Attachment C - Budget Summary (Unit Cost)

WBS Code	Item Number	Item Description	Item Unit of Measure	Item Quantity	Item Unit Cost	Amended Item Quantity	Amended Item Unit Cost	Task Order Value
13006-AD-IT Services	UC-1	IT Professional Services	MO - Months	12	\$ 7,380.00			\$ 88,560.00
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
Total Unit Cost								\$ 88,560.00
Total Combined Task Order Value								\$ 814,225.00

Attachment A – Scope of Services

Best Best Krieger | Agreement # 200003 | Task Order 0007

Task 1: General Counsel Services

1. Best Best & Krieger LLP will provide General Counsel services. General Counsel's overall role is to provide the DCA with legal direction and ensure compliance with applicable laws and regulations. This will include legal services on a number of topics as requested by the DCA including but not limited to the following:
 - a) General governance legal services including compliance with the Brown Act, Public Records Act, Political Reform Act, conflicts of interest, Government Code, Water Code and other applicable laws and regulations.
 - b) Procurement-related legal services including public works.
 - c) Environmental law including California Environmental Quality Act (CEQA).
 - d) Federal National Environmental Policy Act (NEPA); California and federal Endangered Species Acts.
 - e) Federal Clean Water Act and the California Porter Cologne Water Quality Act.
 - f) Real estate law including easements, rights-of-way, encroachment permits, and other related agreements and negotiations.
 - g) Employment and labor law including retirement benefits.
 - h) Litigation as directed by the DCA Board of Directors or Executive Director.
 - i) Oversight of specialized legal counsel retained by the DCA, including specialized construction counsel.

Attachment B - Deliverables

Best Best Krieger | Agreement # 200003 | Task Order 0007

WBS Code	ID #	Deliverable Name	Due Date

DRAFT

Attachment C - Budget Summary (Time and Materials Task Order)

Best Best Kreiger | Agreement # 200003 | Task Order 0007

WBS Code	Item Number	Item Description	Task Order Value
10050-EO-General Counsel	001	General Counsel Services	\$ 518,221.60
	002		
	003		
	004		
	005		
	006		
Total			\$ 518,221.60

Attachment A – Scope of Services

AECOM Technical Services, Inc. | Agreement # 210018 | Task Order 0011

Background

This Task Order 0011 (TO 11) was prepared under the Terms and Conditions of Agreement No. 210018 (Agreement) between the Delta Conveyance Design and Construction Joint Powers Authority (DCA) and AECOM Technical Services, Inc. (AECOM), executed on January 27, 2022.

The services under this TO 11 cover administrative activities and field exploration services and associated tasks in support of geotechnical engineering services, as described below, in association with the Delta Conveyance (DC) Project from July 1, 2025, to June 30, 2026 (FY25/26).

The execution of this task order does not preclude the execution of future task orders developed under the Agreement, which will overlap the timeframe of this task order and/or the execution of contract amendments to TO 11, if required.

Task 1: Project Management, Coordination, and Reporting

AECOM will provide project management oversight for this task order, including monitoring and reporting on project milestones, facilitating coordination among stakeholders, maintaining document control functions, and managing invoicing and financial reporting. AECOM will prepare and submit monthly cost reports and required submittals, ensuring accuracy and compliance with contractual obligations. The period of performance stated on invoices shall align with the period specified in progress reports, except when subconsultants invoice for work performed in a prior period. Through these efforts, AECOM will ensure seamless execution and regulatory compliance of all fieldwork activities.

AECOM will coordinate with subcontractors and vendors involved in fieldwork activities by ensuring timely preparation, issuance, and management of sub-agreements, Purchase Orders (POs), and necessary amendments to facilitate the commencement and continuity of fieldwork. AECOM will oversee subcontract execution to align with project timelines and requirements and proactively address modifications, as needed, to prevent disruptions and maintain operational efficiency.

AECOM is responsible for providing recurring and as-needed summaries of geotechnical work performed. This information should not be duplicated in the monthly progress report submitted alongside the monthly invoice. Work performed not explicitly related to geotechnical activities will still be addressed in the monthly progress report described in Task 1. These summary reports should include the following elements for explorations completed in the prior month:

- a table of completed and ongoing explorations and their associated:
 1. planned and completed depth,
 2. drill date,
 3. as-drilled coordinates,
 4. planned and completed in-situ testing and summary of sampling,
 5. deviations, if any, and
 6. facility;



- a map of explorations completed; and
- a written description of status of lab test requests and lab testing performed on recent samples.

Task 2: Project Meetings and Workshops

AECOM staff will hold as-needed internal geotechnical and project management workshops, which will include discussions of project components, identification of key geotechnical issues and permitting constraints, exploration techniques and laboratory testing procedures, scope changes for existing task orders, staffing reviews, and internal kickoffs, among other topics associated with the DCP.

AECOM and their Prime subconsultant will attend All-Staff meetings and recurring and as-requested fieldwork and planning meetings with DCA. These meetings will cover planning and fieldwork needs, budget reviews, project progress, and the identification of necessary support, among other topics. Additionally, AECOM will participate in up to four geotechnical exploration workshop meetings. Up to twelve monthly budget review meetings, each lasting two hours with two staff members, will also be assumed. This task also includes participation in other project meetings with DCA that are not directly related to field explorations, such as those addressing MMRP, EQUIS, gINT, OpenGround, electronic data collection, and any other future geotechnical software implementation. AECOM will also participate in meetings such as Project/Program Control Board Meetings, the Continuous Improvement Change Control Board Review, and all Safety, Human Resources, and Field compliance training.

Task 3: Project Consultation and Task Order Preparation

AECOM will provide ongoing project consultation, including participation in meetings, telephone discussions, electronic correspondence, and other communication methods to address questions and comments related to DCP.

AECOM will support the development of task orders for FY25/26, ensuring each includes a clearly defined scope of services, a comprehensive list of deliverables, a budget summary, an updated OHR calculation (if applicable), and a detailed T&M budget estimate.

Task 4: Exploration Planning and Site Reconnaissance

AECOM will conduct desktop reviews, planning, site reconnaissance, and utility clearances to evaluate proposed field exploration locations and access conditions for ongoing and future field work. AECOM will help prepare geotechnical activity schedules and in-situ testing requests to support efficient field operations.

AECOM will also prepare and update a Field Exploration Plan for each season or group of explorations under TO 11 and future Exploration Programs. These plans will outline exploration objectives, drilling, sampling, and testing methodologies, site access, scheduling, and logistical requirements. As living documents, these Field Exploration Plans are not considered formal deliverables.

Task 5: Permitting Support

AECOM will assist DCA and DCO in obtaining any necessary permits required for fieldwork under ongoing and future Field Exploration task orders. This may include preparing application documentation and securing public right-of-way encroachment permits, overwater drilling permits and notifications, well drilling and/or destruction permits, and waste disposal permits, among other documents. It is assumed that DWR will pay encroachment permit costs.



Task 6: Health and Safety Plan

AECOM will provide updates to the Health and Safety Plan (HASP) developed for previous field investigation programs to include work planned for any fieldwork planned for FY25/26. Additionally, AECOM will update the HASP delivered under prior TOs to include work planned for any fieldwork planned for CY2026, which shall be delivered by March 1, 2026. Updates may include considerations for work conducted in public right-of-way, private properties, and/or additional testing not performed in prior field work Explorations.

AECOM will provide health and safety oversight throughout the FY25/26 exploration activities including conducting site visits, audits, trainings, and coordination with DCA to ensure compliance with governing safety protocols and regulatory requirements.

During field operations, spill control measures will be implemented in accordance with best management practices and the pollution prevention plan to mitigate the release of fluids from all drilling activities. These measures will ensure compliance with environmental regulations and minimize potential impacts on surrounding areas.

AECOM will ensure that all non-drilling field personnel wear DCA-branded Personal Protective Equipment (PPE) and utilize vehicle decals where feasible. AECOM will verify that all subcontractors have reviewed and acknowledged the current DCA fieldwork training to maintain compliance with safety protocols and project requirements.

Task 7: Project Procedures Documentation

AECOM will update Standard Operating Procedures (SOPs), work plans, quality memoranda, and technical memoranda as requested by DCA. These updates may involve revising text documents and appendices related to in-situ testing, laboratory testing, and data collection standards. This subtask includes preparing, delivering, and updating requested memoranda and reports as agreed upon by AECOM and DCA.

AECOM will update the DCA Exploration and Testing Work Procedures delivered under prior TOs to incorporate lessons learned during the past and current fieldwork programs, delivered by June 1, 2026. AECOM will allocate resources for providing input on quality plan documentation, and geotechnical and environmental data management plans, such as OpenGround and EQUIS data input and transfer, which may be requested by DCA at a later date.

Task 8: Field Coordination

Field coordinators will facilitate the organization and execution of fieldwork across public and private properties. Their responsibilities will include, but are not limited to:

- Coordinate field activities with AECOM and DCA Field Exploration Managers, as well as the DCA and DWR environmental and cultural resources monitoring teams.
- Ensure compliance with TEP and COE conditions and requirements.
- Act as the point of contact for landowners and addressing concerns, de-escalating conflicts, and following up on data requests. Field coordinators are responsible for notifying landowners per TEP or COE requirements.
- Collaborate with AECOM and DCA Exploration Managers, DCA communications, and the DCA environmental and cultural teams to respond to landowner inquiries and relay feedback to planning teams.



- Log landowner interactions in DCA's SharePoint system, track "days on parcel," and assist with MMRP compliance tracking as needed.
- Attend virtual and in-person coordination meetings with AECOM and DCA, providing updates on status, issues, concerns, and progress.
- Prepare concise written summary reports, as requested.
- Document pre- and post-field work conditions of private and public properties, including documenting conditions of placed grout as permissible under existing access agreements.
- Maintain and update fieldwork-related documents on the DCA SharePoint, including uploading photos and reviewing/editing schedules.
- Assist in planning future field investigations, including site reconnaissance, agricultural assessments, and logistics coordination.
- Work with landowners to document on site critical infrastructure, where permitted.

Task 9: Soil Borings

The FY25/26 Exploration Program will involve a total of 32 soil borings conducted across private and state-owned properties within the Delta.

AECOM is responsible for accurately capturing the as-drilled locations of all field investigations using a sub-meter accuracy GIS-compatible GPS system. Additionally, AECOM will coordinate with DCA to verify and ensure the accuracy of all recorded locations.

AECOM will ensure that all diesel engines used for the DCP comply with the following requirements: (a) engines exceeding 25 horsepower must meet Tier 4 emissions standards, and (b) engines with 25 horsepower or less must be capable of operating on biodiesel. Upon request by DCA, AECOM will provide documentation verifying equipment compliance.

The specific locations for drilling, sampling, and water quality testing, along with estimated depths, are outlined below:

- 23 Tunnel, Shaft, and Pumping Plant borings (up to 250 ft deep) including 1 Water Quality Tests,
- 2 Infrastructure borings (50 ft to 150 ft deep), and
- 7 Roadway borings (15 ft).

Geologists and field coordinators will collaborate with on-site environmental monitors to collect Monitoring Reporting Program (MMRP) data. This data will include details such as the number and classification of personnel on-site, activities performed, and other relevant observations to ensure compliance with monitoring requirements.

The Consultant's geologists or engineers will log samples from each boring in the field in accordance with DCA Boring and CPT Logging Standards and Work Procedures, as well as ASTM International (ASTM) D2488, Standard Practice for Description and Identification of Soils. The logs will be subsequently reviewed and updated, as needed, per ASTM D2487, Standard Practice for Classification of Soils for Engineering Purposes (Unified Soil Classification System), using the laboratory testing results of selected samples. A sample numbering system will include a letter designation for the type of sampler and the sampling depth interval, to be noted on boring logs and sample containers. Photographs will be taken of punch core runs to document soil material within 20 feet above and below the proposed tunnel depth. Photographs of the soil placed in core boxes will also be taken at the completion of drilling and sampling.



Standard Penetration Tests (SPTs) will be performed in accordance with ASTM D1586, Standard Test Method for Standard Penetration Test (SPT) and Split-Barrel Sampling of Soils. SPTs will be performed at 5-foot intervals between punch core runs. The automatic hammers used to obtain SPT blow counts will be calibrated within 6 months of the drilling dates to determine the appropriate hammer energy values for use in blow-count (N-value) corrections. Corrected (i.e., N60) blow counts will be included on the boring logs along with uncorrected field blow counts. Hammer energy tests will be performed in accordance with ASTM D4633, Standard Test Method for Energy Measurement for Dynamic Penetrometers on all automatic hammers with calibration dates not within 6 months of the drilling dates.

Thin-walled Shelby or fixed-piston tubes, 24 or 36 inches long, will be used to obtain relatively undisturbed samples of fine-grained soils for laboratory testing. The 3-inch outside diameter Shelby and fixed-piston tubes will be used in combination with the 134-mm wireline punch core system (or similar) described above. Thin-walled sample tube collection will be conducted in accordance with ASTM D1587, Standard Practice for Thin-Walled Tube Sampling of Fine-Grained Soils for Geotechnical Purposes.

Following recovery, all samples will be logged and labeled. Samples will be handled in general accordance with ASTM D4220, Standard Practices for Preserving and Transporting Soil Samples, and ASTM D1587, Standard Practice for Thin-Walled Tube Sampling of Fine-Grained Soils for Geotechnical Purposes. The samples will be stored vertically, secured firmly, and delivered to a temperature-controlled storage area. Selected samples will be later transported to the testing laboratory in a similar manner.

AECOM will also make available the services of all-terrain vehicles, such as bubble-tired drill rigs and support vehicles capable of working in muddy conditions. AECOM will use road plates, mud mats, and other equipment in an effort to limit property damage to farm roads and local infrastructure.

Tunnels, Shafts, Pumping Plant

AECOM will perform up to 23 mud-rotary borings with truck- or track-mounted equipment utilizing the 134-millimeter punch core system (or approved equivalent) to depths from 200 to 250 feet below ground surface for proposed Tunnel Alignment and Shaft exploration boreholes. The budget for this tasks assumes up to 5,200 feet of drilling. These explorations shall include in-situ testing at selected boreholes and include P-S Suspension Logging, Pressuremeter downhole testing, Hydraulic Conductivity (e.g. slug testing), and/or environmental soil sampling, as directed by DCA. Sampling and testing may be reduced in the upper soils (i.e., to 1-tunnel diameter above the planned tunnel crown), as directed by DCA.

Infrastructure and Sedimentation Basin

AECOM will perform up to 2 mud-rotary borings with truck- or track-mounted equipment utilizing the 134-millimeter punch core system or 94-millimeter punch core system to depths from 50 to 150 feet below ground surface for proposed rail, bridge, power, and sedimentation investigation. The budget for this tasks assumes up to 300 feet of drilling. These explorations shall include minor in-situ testing and may include P-S Suspension Logging, Pressuremeter downhole testing, Hydraulic Conductivity (e.g. slug testing), and/or environmental soil sampling, as directed by DCA.

Roadway Borings

Up to 7 borings will be advanced to a depth of 15 ft utilizing the hollow stem auger drilling method. The budget for this task assumes up to 105 feet of drilling. SPT sampling will be conducted at 5 ft sample intervals. Shelby Tube samples may be collected if fine-grained soils are encountered during advancement of the boring. Bulk samples may also be collected for R-Value testing (or California Bearing Ratio), as noted in the Laboratory Testing section of this work plan.



It is estimated that a total of 5 borings may be located on Caltrans and County right-of-way and will require encroachment permitting. Traffic control procedures outlined in Section 3.2 will be utilized at each anticipated encroachment site. Similarly, these sites may require a private utility locator to perform a site survey prior to starting the exploration activities, as often required by county encroachment permits.

Soil Borings with Water Quality Testing

The FY25/26 Exploration Program consists of 1 soil boring that will be developed with a temporary pipe with slotted casing. Water will be pumped at a relatively low rate for several hours to obtain water quality results; the casing will be destroyed upon completion of testing. These tests are referred to as Water Quality Tests. The activity will be permitted by applicable local land use authorities and abandoned and/or destroyed in accordance with the requirements of CA DWR Bulletin 74-81 and Bulletin 74-90.

Water quality testing will be performed following the completion of the drilled hole as described above, utilizing a temporary Schedule 40 PVC slotted pipe installed in the completed boring. Following drilling and soil sampling of the borehole, a temporary PVC pipe will be installed. The PVC pipe will be 2 inches in diameter and slotted over an interval of up to 40 feet in length. The remainder of the PVC pipe will be solid wall. The annular space between the borehole wall and the slotted interval of the PVC pipe will be backfilled with commercially available well-pack sand and/or gravel, while the solid wall section will be backfilled with bentonite/cement to the surface (per state and/or county guidelines). The temporary slotted pipe will be developed using a submersible pump placed in the PVC pipe within the slotted "screened" interval. Development will consist of swabbing and surging the well to remove fine particles, followed by alternating intervals of pumping at a flow of up to 20 gallons per minute and then resting to allow water to enter the slotted interval. The total duration for development may be up to 8 hours. Water quality testing will be conducted following development. A water-level meter will be used in conjunction with the submersible pump in the PVC pipe during development. DCA engineers or geologists will periodically measure groundwater levels and quality and obtain samples for laboratory water quality testing.

All groundwater during development and testing will be collected in a water tank and disposed of off-site, on the landowner's property, or at a location otherwise agreed upon by DWR and the landowner. After testing, the temporary PVC casing will be removed by over-drilling or direct removal, if possible, or otherwise abandoned consistent with industry standards. After the removal of the pipe, the sand filter pack and bentonite seal material used for temporary construction will be removed by placing a mud rotary bit downhole and drilling out or recirculating the cuttings/material to the surface. The borehole will then be backfilled with cement-bentonite grout in accordance with State of California regulations. All groundwater measurements will remain confidential and available to the Owner, if requested. Copies of temporary water well construction and abandonment permits will also be available to the Owner.

Grouting and Waste Disposal

Upon completion of borings other than those for roadways, the contractor shall backfill the boring with grout to within 3 to 5 feet of the ground surface. The upper 3 to 5 feet of the boring shall be backfilled with native soil. All borings shall be grouted by injection through a tremie or grout pipe inserted to the bottom of the hole to displace the water or drilling mud and fill the hole with a continuous column of grout. Grouting of the holes shall be performed in conformance with DWR Bulletin 74-90 guidelines for exploratory holes. AECOM shall prepare and submit to DCA a daily field report summarizing the work completed each day, along with a draft copy of the field boring log after review and completion of each boring. AECOM shall document the quantity of grout, water, and cement used for each soil investigation, and the duration of grouting activities. This document will be included in the GDR.



For roadway borings, boreholes will be backfilled with cement bentonite grout below the water table. If groundwater is not encountered during the drilling and sampling process, backfill may consist of bentonite chips or hole plug, with water added for hydration. The upper portion of the borehole will be backfilled with native material and compacted to restore the ground surface to original conditions. For those borings that penetrate pavement (concrete, cement, asphalt), the borehole surface completion shall follow guidance outlined in the encroachment permit.

For all borings, soil cuttings and waste shall be contained in 55-gallon drums. Drill cutting drums and waste shall be removed from each site by the drilling contractor after completion of all boreholes at that site. Hazardous material tests and profiling of drummed soils shall be completed after the drilling activities for each site. If the test results indicate that a drum's content is hazardous, the drums shall be hauled off by an approved hazardous waste hauler and disposed of properly; otherwise, the drums can be disposed of at a licensed non-hazardous facility.

In-situ testing

In-situ testing consisting of P-S suspension logging, pressuremeter testing, and environmental soil sampling will be conducted at explorations designated by the DCA. Details of testing and methods are summarized below:

- a) P-S Suspension Logging: The P-S logging method uses a suspension logging tool, approximately 6-meters in length, housing a downhole pressure wave energy source and two geophone receivers spaced 1 meter apart. A conductor cable will be used to lower the tool into each boring, which will be connected to a data recording system at the ground surface. A high energy hammer will be used to generate the pressure wave in the borehole fluid. Seismic waves (P-S) are then transmitted along the borehole wall and will be received at each geophone location, which is then transmitted through the cable to the data recording system. P-S suspension logging will be conducted at selected boring locations.
- b) Pressuremeter Test: It is anticipated that pressuremeter testing will be conducted at two boring locations and at one depth per borehole. Testing will be conducted in accordance with ASTM D4719-20, Standard Test methods for PRE-bored Pressuremeter Testing in Soils and perform cyclic (unload-reload) testing as described in ASTM D4719-20. AECOM shall ensure that pressuremeter equipment is calibrated per ASTM D4719-20.
- c) Environmental Sampling: Environmental sampling will be conducted at locations and depths identified by DCA and will be noted in the field exploration sampling plan.

Where requested, a multi-gas meter or photo-ionization detector (PID) will be used to screen soils for methane, hydrogen sulfide, and other analytes.

Task 10: Cone Penetration Tests

CPTs will be conducted at 2 locations using truck- or track-mounted equipment and will be pushed to a maximum depth of 250 feet or until practical refusal, whichever is shallower. The budget for this task assumes up to 450 feet of investigation. Shear wave velocity measurements will be recorded at maximum intervals of 5 feet throughout the full depth at CPT locations requested by DCA.

Pore pressure dissipation tests (PPDTs) will be conducted as requested by DCA. At each designated location, a PPDT test will be performed at permeable soil layers identified during the CPT progress (within the proposed tunnel zone interval), and a PPDT will be conducted in the first groundwater zone encountered.

If a minimum CPT depth of 150 feet is not achieved, casing will be used to stabilize CPT rod flex and assist CPT penetration to attempt to reach the target depth. The CPT exploration work will be monitored



continuously by AECOM's geologist or engineer. AECOM is responsible for coordinating and scheduling the appropriate CPT contractor where casing may be required. It is assumed that all CPTs will require the use of casing in the budget estimate and when scheduling CPT rigs. At the direction of DCA, a mud rotary drill rig capable of advancing CPT rods and equipment may be used to achieve required depths for testing, as permitted by environmental permits and access agreements.

Upon completion, the drilling contractor will backfill the CPT holes with grout in conformance with DWR Bulletin 74-90 Guidelines for Exploratory Holes. The CPT holes will be grouted by injection through a tremie or grout pipe inserted to the bottom of the hole, which will displace the water or drilling mud and fill the hole with a continuous column of grout. AECOM will prepare a daily field report and field CPT logs summarizing the work completed and submit them to DCA within two weeks after completion of the field work activities.

Task 11: Water Quality Testing in Existing Wells

Water sampling will be performed on up to 4 existing wells. Engineers and geologists will sample the groundwater at existing agricultural or domestic wells following approved EPA sampling procedures. This may include flushing existing water out of the landowner's well to obtain a representative sample. The water will be flushed using the landowner's existing holding tank and pump prior to testing to ensure fresh water coming in from the well is tested. Water quality samples will be collected during the purging of the well, and once the water is stabilized, additional water quality samples will be collected. The water will be discharged into the owner's intended outlet (e.g., taps for domestic wells and drainage features for agricultural wells).

Task 12: Geophysical Surveys

A ground-based geophysical survey will be conducted at up to 6 identified locations along the proposed tunnel alignment to attempt to identify buried gas wells or other magnetic anomalies. The area associated with each identified site will be approximately 100 ft long x 100 ft wide and may vary pending site conditions. Survey planning and data processing will account for the presence of surface and subsurface metallic features (i.e., pipes, utilities, fences, reinforced concrete, vineyard staking, etc.), which can mask a response of the target features. During the survey, such features will be photographed, recorded, and geo-tagged to aid in the subsequent interpretation of results. The survey will be conducted by a two-man team (an equipment operator and assistant). It is estimated that two sites can be surveyed per day. Geophysical survey equipment utilized to perform the work may vary, depending on site access and terrain, and may consist of hand-held instruments, or geophysical survey equipment that can be towed behind a small all-terrain vehicle.

At completion of the survey for each location, the data will be processed in the field to allow for an initial review while still on site. During this process, the presence of other metallic features (if any) within the survey zone will be taken into consideration. Where data suggests the presence of a potential gas well, a flag will be installed and geo-tagged with a Global Positioning System (GPS) unit. Where the data did not suggest the presence of the target gas well, the results will be recorded, and the survey team will move to the next location. After completion of all geophysical surveys, the results will be compiled and presented in a technical memorandum documenting the findings. This memorandum will include, at a minimum, text documenting standard survey procedures, a map for each site surveyed, photographs of the work performed, a diagram of each location showing the identified abandoned gas well, all anomalies identified during the site walk, and those located with handheld equipment during the survey.

In a subsequent task order, AECOM may be requested to deliver a Geophysical Report presenting the findings of all geophysical surveys performed in FY 25/26. Under this TO 11, AECOM shall begin and



continue to develop, in an ongoing manner, a FY25/26 Geophysical Survey Report. Continuous communication and preliminary results will be provided to the DCA, as available.

Task 13: Geotechnical Laboratory Testing

Geotechnical laboratory testing will be performed on selected soil samples collected during the FY 25/26 geotechnical field exploration program. AECOM, in collaboration with DCA, will assign laboratory tests on selected samples and transport them to a laboratory for testing. The number and type of tests will be determined based on the soil conditions encountered at each location, and following testing guidance as provided by DCA. For budgetary purposes, AECOM shall assume that half of the geotechnical laboratory testing will be performed under a future task order (i.e., after June 30, 2026).

Draft laboratory test requests, along with draft field logs in a PDF format, will be provided to DCA for review prior to sending samples for testing.

Geotechnical laboratory tests that may be conducted are listed and described below:

- **Moisture Content and Dry Density:** ASTM D2216, Standard Test Methods for Laboratory Determination of Water (Moisture) Content of Soil and Rock by Mass & ASTM D7263, Standard Test Methods for Laboratory Determination of Density (Unit Weight) of Soil Specimens
- **Grain Size Analysis:** ASTM D6913, Standard Test Methods for Particle-Size Distribution (Gradation) of Soils Using Sieve Analysis & ASTM D1140, Standard Test Methods for Determining the Amount of Material Finer than 75- μ m (No. 200) Sieve in Soils by Washing
- **Atterberg Limits:** ASTM D4318, Standard Test Methods for Liquid Limit, Plastic Limit, and Plasticity Index of Soils using the wet-preparation method
- **Specific Gravity:** ASTM D854 – Standard Test Methods for Specific Gravity of Soil Solids by Water Pycnometer
- **Organic Content:** ASTM D2974, Standard Test Methods for Determining the Water (Moisture) Content, Ash Content, and Organic Material of Peat and Other Organic Soils
- **X-Ray Radiography:** ASTM D4452, Standard Practice for X-Ray Radiography of Soil Samples
- **Consolidation Testing:** ASTM D2435, Standard Test Methods for One-Dimensional Consolidation Properties of Soils Using Incremental Loading
- **Unconsolidated Undrained Triaxial Compression Tests:** ASTM D2850, Standard Test Method for Unconsolidated-Undrained Triaxial Compression Test on Cohesive Soils
- **Isotropically Consolidated Undrained Triaxial Compression Tests with pore pressure measurements:** ASTM D4767, Standard Test Method for Consolidated Undrained Triaxial Compression Test for Cohesive Soils
- **Carbon 14 dating (C14):** Accelerator Mass Spectrometry (AMS) technique for radiocarbon dating
- **Soil Abrasivity Testing (SAT):** Colorado School of Mines Earth Mechanics Institute (EMI) laboratory, utilizing the SINTEF method or at NTNU in Norway (the developer of the test)
- **Miller Slurry Abrasivity Testing:** ASTM G75, Standard Test Method for Determination of Slurry Abrasivity (Miller Number) and Slurry Abrasion Response of Materials (SAR Number)
- **Swell Test:** ASTM D4546, Standard Test Methods for One-Dimensional Swell or Collapse of Soils
- **Expansion Index:** ASTM D4829, Standard Test Method for Expansion Index of Soil
- **Pinhole Dispersion:** ASTM D4647, Standard Test Methods for Identification and Classification of Dispersive Clay Soils by the Pinhole Test
- **Corrosion Testing:** Caltrans Test Methods 417, 422, and 643
 - **California Bearing Ratio (CBR):** Standard Test Method for California Bearing Ratio (CBR) of Laboratory-Compacted Soils, ASTM D1883

AECOM will perform geotechnical soil lab testing on samples collected in previous fieldwork seasons. For budgetary purposes, AECOM will assume the number of tests performed on prior samples is as follows:

Test (Standard)	No. Tests
Sieve Analysis (ASTM D-422/6913)	300
200 Wash (ASTM D-1140)	15
Hydrometer (ASTM D-422)	260
Atterberg Limits (ASTM D-4318)	200
Moisture Content (ASTM D-2216)	60
Soil Specific Gravity (ASTM-D-854)	200
Unit Weight (ASTM D7263, or similar)	70
Consolidation Testing (ASTM D-2435)	30
UU Triax Shear (ASTM D-2850)	50
CU Triax Shear (ASTM D-4767)	5

For budgetary purposes, AECOM shall assume that all Consolidation, UU Triax, and CU Triax tests require X-rays, however, will coordinate with the DCA Technical Services team to evaluate the need to perform X-rays before extruding the sample(s) for testing.

AECOM shall coordinate with the laboratories to make available current and prior data in an electronic format compatible with the approved geotechnical data software.

Task 14: Environmental Laboratory Testing

Soil Sampling - AECOM shall assign analytical environmental laboratory tests on soil samples at specific borehole locations and depths provided by the DCA team from the FY25/26 Exploration Program. Samples will be placed on ice and submitted the day of sample collection to the laboratory. Environmental laboratory testing chain-of-custody will be uploaded to the DCA SharePoint site after samples have been submitted to the laboratories for testing. AECOM will provide oversight and management of the laboratory subcontractors and data validation of testing results.

Environmental laboratory tests that may be conducted are listed below:

- Polyaromatic hydrocarbons: method SW8270SIM
- Butyltins: Krone Method
- Ammonia: method SM4500NH3
- Nitrate/nitrite: method SM4500NO3
- Metals: method ICP/MS
- Soluble metals: STLC using deionized water [Di-WET] SW6020 method
- Mercury: method SW7471
- Soluble mercury: method SW7470
- Methyl mercury: EPA method 1630
- Hexavalent chromium: method SW7196
- Total petroleum hydrocarbons: modified SW8015
- Volatile Organic Compounds: method SW8260 (Terra Core field test kit)
- Chlorinated pesticides: method SW8081



- Polychlorinated biphenyls: method SW8082
- Herbicides: method SW8151
- Semi-volatile organics: method SW8270/ SW8270 SIM
- Total organic carbon: method Walkley-Black
- Agronomic planting suitability properties including boron
- Salinity as chloride

Groundwater Sampling - AECOM shall assign analytical environmental laboratory tests on groundwater samples collected from borings subject to water quality testing and from existing domestic and/or agricultural wells:

- Dissolved Gases (Methane and CO2) by RSK175
- Dissolved Gases (Oxygen) Done by Probe (in Field)
- Dissolved sulfides (SM4500)
- Dissolved gases - H2S by RSK 175
- BOD by EPA 5210B
- TDS by 160.1/SM2540C
- TSS by SM2540D/160.2
- SS by SM2540F/160.5
- Turbidity by 180.1/SM2130B (in field)
- Hardness by 6010B & SM2340B
- pH by 150.1/SM4500-H/9040C
- Temperature (in field)
- Electrical conductivity by SM2510B (in field)
- Salinity by SM2520B
- Color by 110.2M/SM2120C (in field)
- Chlorine by SM4500-CL G (field test kit)
- General Minerals, Total Alkalinity, etc. and Cation/Anions Balances
- Total Recoverable Aluminum by 200.7/6010B
- Total Recoverable Iron by 200.7/6010B-
- Total Recoverable Manganese by 200.7/6010B
- Total Recoverable Chromium by 200.7/6010B
- Total Recoverable Chromium III and VI by 200.7/6010B
- Recoverable Priority metals by 200.70/6010B/7470/7471
- Digestion, CAM17
- Manganese, Dissolved by 200.7/6010B
- Iron Dissolved by 200.7/6010B
- Filtration
- Digestion, ICP
- Nitrite by 300/354.1
- Ammonia by 350.3
- TPH G by 8260B
- TPH D/Mo by 8015B
- VOC by 8260Pesticides & PCBs by 608
- PAH SIM by 8270
- SVOC Extraction
- TOC by SM5310B
- Boron



The analytes above may be tested by an alternative approved method and laboratory at the discretion of AECOM.

AECOM shall coordinate with the laboratories to make available current and prior data in a format compatible with EQulS, such as in an Electronic Data Deliverable (EDD) format.

Task 15: Sample Management

AECOM and Kleinfelder staff are responsible for ensuring safe and efficient transport of samples collected during current and prior exploration activities. This subtask covers the labor necessary to transport samples from the field to temporary holding (e.g., at Kleinfelder's warehouse), move samples to DWR's sample storage warehouse, and reorganize samples in DWR's sample storage warehouse, as requested by DCA and/or DCO and with help from DGS.

Task 16: Geotechnical Data Preparation

AECOM will perform internal reviews of field logs and provide PDF copies of draft field boring logs and tabulated CPT data in Bentley gINT (.gpi), unless directed otherwise by DCA. This subtask provides scope for AECOM and its Prime subconsultant to perform necessary review of all field data, tabulate data into an electronic format, and to coordinate with in-situ testing subconsultants to obtain tabulated in-situ test results.

Draft logs shall be in conformance with existing DCA SOPs, will be based solely on the QC'd field log, and will not include laboratory testing data. AECOM will provide boring logs with complete lab testing results in Bentley gINT format when available.

Note that the geotechnical software for the Geotechnical Exploration program may be replaced during the exploration season; the Bentley gINT format software and format may cease to be supported. In such a case, DCA shall provide guidance regarding an alternate source / software for use and creation of draft boring logs. Licenses for alternative software should be included in a direct purchase request.

Task 17: Data Reporting

In a subsequent task order, AECOM may be requested to deliver a Geotechnical Data Report presenting the findings of all FY25/26 geotechnical investigations. Under this TO 11, AECOM shall begin and continue to develop, in an ongoing manner, a FY25/26 Geotechnical Data Report.

The report may contain the following information, subject to change and as directed by DCA:

- Description of exploration activities performed.
- Subsurface conditions encountered.
- Site plan with completed CPT and soil boring explorations, as well as other tests.
- A table summarizing the completed explorations and tests with site coordinates, site information, and depths achieved.
- Logs of CPTs (electronic and tabulated data).
- Shear wave velocity measurements.
- Logs of soil borings In-situ testing logs and results.
- A summary and individual geotechnical laboratory test results from soil borings
- A summary and individual environmental laboratory test results
- A summary of grouting activities for each soil investigation
- Hazardous material testing and profiling results from testing of generated soil cuttings
- Documentation of Quality Control and Internal Technical Review

Task 18: Geotechnical Software Implementation

The geotechnical software currently being utilized by the DCA Technical Services team for the geotechnical exploration program database and geotechnical data presentation (gINT Boring logs, Index testing laboratory data, etc.) may no longer be supported by the end of this TO 11. DCA is considering other options to store, maintain, and view geotechnical data. A change to a new software program may result in training to operate the new software selected. AECOM will coordinate with the DCA on the selection process, training of staff, etc., on the implementation of the new software.

Task 19: Other Direct Costs

AECOM will provide as requested direct cost materials needed to perform the work as described above. The total amount for all direct cost materials shall not exceed \$10,000.00. All direct cost materials will require prior approval from the contract manager and submission of a Direct Purchase Request (DPR) before submitting the invoice. Costs for geotechnical and/or environmental software should be billed under through a DPR.

Attachment B - Deliverables

AECOM Technical Services, Inc. | Agreement # 210018 | Task Order 0011

WBS Code	ID #	Deliverable Name	Due Date
41011-PDPD-Project Geotechnical Management	11.6.1	FY26/27 Fieldwork Health and Safety Plan	3/1/2026
41011-PDPD-Project Geotechnical Management	11.7.1	DCA Exploration and Testing Work Procedures	6/1/2026

Attachment C - Budget Summary (Time and Materials Task Order)

AECOM Technical Services, Inc. | Agreement # 210018 | Task Order 0011

WBS Code	Item Number	Item Description	Task Order Value
41011-PDPD-Project Geotechnical Management	001	Project Management, Coordination, and Reporting	\$ 499,220.51
41011-PDPD-Project Geotechnical Management	002	Project Meetings and Workshops	\$ 112,950.33
41011-PDPD-Project Geotechnical Management	003	Project Consultation and Task Order Preparation	\$ 57,098.68
41011-PDPD-Project Geotechnical Management	004	Exploration Planning and Site Reconnaissance	\$ 69,933.88
41011-PDPD-Project Geotechnical Management	005	Permitting Support	\$ 9,694.09
41011-PDPD-Project Geotechnical Management	006	Health and Safety Plan	\$ 18,512.39
41011-PDPD-Project Geotechnical Management	007	Project Procedures Documentation	\$ 29,471.03
41001-PDPD-Geotechnical	008	Field Coordination	\$ 207,664.78
41001-PDPD-Geotechnical	009	Soil Borings	\$ 3,000,000.05
41001-PDPD-Geotechnical	010	Cone Penetration Testing	\$ 50,000.01
41001-PDPD-Geotechnical	011	Water Quality Testing in Existing Wells	\$ 20,309.36
41001-PDPD-Geotechnical	012	Geophysical Surveys	\$ 52,082.05
41001-PDPD-Geotechnical	013	Geotechnical Laboratory Testing	\$ 516,769.15
41001-PDPD-Geotechnical	014	Environmental Laboratory Testing	\$ 64,744.87
41001-PDPD-Geotechnical	015	Sample Management	\$ 98,355.61
41001-PDPD-Geotechnical	016	Geotechnical Data Preparation	\$ 68,551.15
41001-PDPD-Geotechnical	017	Data Reporting	\$ 44,476.24
41011-PDPD-Project Geotechnical Management	018	Geotechnical Software Implementation	\$ 55,153.74
41001-PDPD-Geotechnical	019	Other Direct Costs	\$ 25,000.00
Total			\$ 4,999,987.91

Attachment A – Scope of Services

Gwendolyn Buchholz, Permit Engineer, Inc | Agreement # 220002 | Task Order 0004

Gwendolyn Buchholz, Permit Engineer, Inc. will provide as-requested/as-needed services to the DCA.

Task 1: Environmental Advisor and Support Services

1. Environmental Advisor and Support Services may include, but are not limited to:
 - Participate in various Environmental, Programmatic, or Outreach meetings
 - Reviewing and commenting on Environmental and Technical documents and materials
 - Responding to questions, or otherwise advising staff on permit-related issues as they arise
2. Additional efforts in assisting the DCA with:
 - Compliance with Accessibility criteria for the Engineering Project Reports and other CEQA related documents
 - Preparing schedules for DCA tasks to implement the Delta Conveyance Project planning, design and construction
 - Assist developing responses requested by DWR related to EIR comments and other Requests for Information
 - Assist in developing responses requested by DWR related preparing permit applications, responding to permit application comments, and other Requests for Information

Attachment B - Deliverables

Gwendolyn Buchholz, Permit Engineer, Inc | Agreement # 200002 | Task Order 0004

WBS Code	ID #	Deliverable Name	Due Date

DRAFT

Attachment C - Budget Summary (Time and Materials Task Order)

Gwendolyn Buchholz, Permit Engineer, Inc | Agreement # 220002 | Task Order 0004

WBS Code	Item Number	Item Description	Task Order Value
16000-PM-Management	001	Environmental Advisor and Support Services	\$ 245,913.00
	002		
	003		
	004		
	005		
	006		
Total			\$ 245,913.00

Attachment A – Scope of Services

AVI-SPL, LLC | Agreement #230015 | Task Order 0003

Task 1: Allowance for Installations, Moves, Adds, Changes & Equipment

- AVI-SPL, LLC. shall provide DCA with technically sound, well-integrated and user-friendly Audio/Visual consultation, engineering & Design, installation, commissioning/testing/ adjustments, repair and warranting service as requested for installations, moves, adds, or changes to Audio/Visual systems installed at the DCA Headquarters. If any installations, moves, adds, changes, repairs or equipment are required, DCA will request a formal proposal from AVI-SPL, LLC.
- Equipment to be covered under this task include part or all the following:
 - Projection systems
 - Display Systems
 - Presentation Systems
 - Audio Distribution systems
 - Discussion Systems
 - Control Systems
 - Equipment racks
 - Web Conferencing Systems
 - Presentation Source Routing
 - Materials required for installation such as cabling, cords, extenders, connectors
 - Cable management of installed systems
 - Project Management
 - Change Management

Task 2: Warranty Support & Preventative Maintenance

- DCA is engaging in an extended Warranty Support and Preventative Maintenance plan. AVI-SPL, LLC. will provide:
- Global Support – Elite
- Warranty Support as described in Appendix 1. Elite Support provides remote technical phone support services, facilitation of manufacturer repair or replacement programs, access to manufacturer published software updates and upgrades for covered assets and unlimited Onsite Field Technician dispatch. Support also includes access to the AVI-SPL, LLC. online portal for incident reporting and annual business reviews. Remote technical phone support services will be available 24/7/365
- Global Support – Preventative Maintenance
- Preventative Maintenance as described in Appendix 1. Global Support – Preventative Maintenance service will be performed on the systems detailed in Table 1
- Systems Covered
- The systems covered by this Task Order are detailed in Table 1



Table 1
Systems Covered by Global Support-Elite & Global Support Preventative Maintenance

Location	AVI Proposal Line Numbers	Service Description	AVI Proposal System/Room Name	DCA Reference Room Name	System Type
Suite 100, Room 102/103	1	Elite Support	Boardroom #102	Delta	SY01
Suite 100, Room 102/103	2	Preventative Maint. – PM Visit	Boardroom #102	Delta	SY01
Suite 100, Room 105	3	Elite Support	Boardroom #105	Clarksburg	SY02
Suite 100, Room 105	4	Preventative Maint. – PM Visit	Boardroom #105	Clarksburg	SY02
Suite 100, Room 113	7	Elite Support	Boardroom #113	Rio Vista	SY04
Suite 100, Room 113	8	Preventative Maint. – PM Visit	Boardroom #113	Rio Vista	SY04
Suite 2350, Room 2305	5	Elite Support	Boardroom #2305	Hood	SY03
Suite 2350, Room 2305	6	Preventative Maint. – PM Visit	Boardroom #2305	Hood	SY03
Suite 2350, Room 2306	5	Elite Support	Boardroom #2306	Isleton	SY03
Suite 2350, Room 2306	6	Preventative Maint. – PM Visit	Boardroom #2306	Isleton	SY03
Suite 2350, Room 2302	7	Elite Support	Boardroom #2302	Discovery Bay	SY05
Suite 2350, Room 2302	8	Preventative Maint. – PM Visit	Boardroom #2302	Discovery Bay	SY05
Suite 2350, Room 2303	7	Elite Support	Boardroom #2303	Freeport	SY05
Suite 2350, Room 2303	8	Preventative Maint. – PM Visit	Boardroom #2303	Freeport	SY05
Suite 2350, Room 2301	9	Elite Support	Boardroom #2301	Bird's Landing	SY07
Suite 2350, Room 2301	10	Preventative Maint. – PM Visit	Boardroom #2301	Bird's Landing	SY07
Suite 2400, Room 2402	11	Elite Support	Boardroom #2302	Bethel Island	SY05
Suite 2400, Room 2402	12	Preventative Maint. – PM Visit	Boardroom #2302	Bethel Island	SY05
Suite 2400, Room 2406	11	Elite Support	Boardroom #2406	Walnut Grove	SY05
Suite 2400, Room 2406	12	Preventative Maint. – PM Visit	Boardroom #2406	Walnut Grove	SY05

Attachment B - Deliverables

AVI-SPL, LLC | Agreement # 230015 | Task Order 0003

WBS Code	ID #	Deliverable Name	Due Date

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Attachment C - Budget Summary (Time & Materials)

AVI-SPL, LLC | Agreement # 230015 | Task Order 0003

WBS Code	Item Number	Item Description	Task Order Value
13006-AD-IT Services	TM-1	Allowance for Installations, Move, Adds,	\$ 40,000.00
Total Time and Materials			\$ 40,000.00

Attachment C - Budget Summary (Unit Cost)

WBS Code	Item Number	Item Description	Item Unit of Measure	Item Quantity	Item Unit Cost	Amended Item Quantity	Amended Item Unit Cost	Task Order Value
13006-AD-IT Services	UC-1	Warranty Support & Preventative Maintenance	YR - Years	1	\$ 15,008.70			\$ 14,380.32
								\$ -
								\$ -
								\$ -
								\$ -
Total Unit Cost								\$ 14,380.32
Total Combined Task Order Value								\$ 54,380.32

Attachment A – Scope of Services

Bradner Consulting LLC | Agreement # 230035 | Task Order 0003

Task 1: Executive Director Services

1. Consultant shall provide Executive Director services to oversee the DCA's efforts for the Delta Conveyance project and provide overall direction and management of the consultants and contractors to the DCA and assistance to the DCA Board of Directors in carrying out the mission of the DCA and policy direction of the Board of Directors. The Executive Director will report to the DCA's Board of Directors as an independent contractor and will advise the DCA Board and direct the staff, accordingly.

Consultant will carry out the following duties:

- Provide overall direction to the team of consultants and contractors to DCA at the direction of the Board of Directors of the DCA.
- Provide assistance to the Board of Directors of the DCA.
- Receive general policy direction from the DCA Board of Directors and implement that direction into specific procedures, program practices, strategic planning, initiative development, performance evaluation, fiscal budgeting, and organizational development.
- Coordinate with the California Department of Water Resources Delta Conveyance Office to ensure consistency and compliance with the terms of that certain Amended and Restated Joint Exercise of Powers Agreement dated October 26, 2018, by and between the Department of Water Resources of the State of California and the Delta Conveyance Design and Construction Joint Powers Authority ("JEPA").
- Make periodic site visits to the Delta Conveyance project area(s).
- Be responsible for and attend the DCA's Board of Directors meetings, as well as attend special meetings of the Board at the DCA's offices or elsewhere at the request of the Board. The Executive Director will report to the Board of Directors and implement their orders and directives, accordingly.
- Manage DCA staff and/or consultants and meet and coordinate with the Department of Water Resources, regulatory agencies, and other third parties.
- Develop annual financial and strategic plans and initiatives to meet the public agency's goals and objectives, as well as oversee the preparation of Board agenda packages, provide Board support, interface with media, and facilitate the selection of consultants and contractors.
- Provide advice to assist the DCA Board in achieving the policy goals and objectives of the DCA.
- Develop and implement DCA operating policies and procedures.
- Provide additional support services to the Executive Director or Board of Directors, as directed, and approved by the DCA.
- Act as a public figure when needed to represent the issues and concerns of the DCA.



Attachment B - Deliverables

Bradner Consulting | Agreement # 230035 | Task Order 0003

WBS Code	ID #	Deliverable Name	Due Date

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Attachment C - Budget Summary

Bradner Consulting LLC | Agreement # 230035 | Task Order 0003

WBS Code	Item Number	Item Description	Original Item Unit of Measure	Original Item Quantity	Item Unit Cost	Original Task Order Value
10001-EO-Executive Office	001	Executive Director	MO - Months	9	\$ 52,077.00	\$ 468,693.00
10001-EO-Executive Office	002	Executive Director	MO - Months	3	\$ 53,639.00	\$ 160,917.00
Total						\$ 629,610.00

Attachment A – Scope of Services

Jacobs | Agreement # 180006 | Task Order 0008

This Scope of Services provides a high-level description of the Delta Conveyance Project (Project) efforts expected to be required during the 2025-2026 fiscal year (FY 25-26) to support the Project conceptual planning process until the public environmental and other required key permitting and approval steps are finalized.

Expected Engineering Design Manager (EDM) responsibilities and services to be provided under this overall task order are outlined below, while specific outcomes are presented in Attachment B - Deliverables. This scope of work falls under two main tasks:

- Task 1: Program Management Office
 - Community Engagement Management
 - Schedule Management
 - Permitting Management
 - Permit Monitoring & Compliance
 - Engineering & Project Delivery
 - Program Delivery Planning
 - Geotechnical Management
 - Survey Management
- Task 2: Program Initiation
 - Management & Administration
 - Basis of Design Report
 - Permit Engineering Support

Task 1: Program Management Office

The EDM will support the Delta Conveyance Design and Construction Authority's (DCA's) program management-related functions under this task. The specific functions to be performed are described as follows.

Subtask 1.1 – Community Engagement Management

Engineering efforts are intended to support broader community engagement, as determined by the Community Engagement Manager and Executive Director.

It is expected that under this subtask, the EDM will provide the following functions:

- Identify and manage preparation of technical materials to support engagement activities
- Prepare, develop, and update technical materials to engage and educate project stakeholders
- Prepare responses to *technical* stakeholder questions
- Participate in various community engagement meetings, as requested, to support DCA communication efforts



- Support DCA consultants with development and updates to technical information and materials for the various social media platforms, website and other communication outlets
- Support the California Department of Water Resources (DWR) Outreach Lead, as needed.

This task will be led by the EDM's Community Engagement liaison with support from other staff.

Subtask 1.2 – Schedule Management

The EDM team will provide services to support updating and maintaining the master program schedule and baseline documentation. This may include activities related to:

- Developing simplified schedules
- Cash loading the schedule
- Developing a schedule roadmap
- Compiling program Preliminary Draft Baseline documentation (scope, schedule, cost, risk profile, contract packaging, etc.)
- Evaluating potential program delivery scenarios reflecting changes to the Preliminary Draft Baseline, including impacts of incorporating any project innovations, potential use of collaborative delivery, enhancements to design-bid-build approach, etc.
- Analyzing various scenarios associated with potential changed and others, as requested by the Executive Director and/or Program Management Support team.

Subtask 1.3 – Permitting Management

A broad range of environmental liaison activities are required to support the environmental and permitting process of the Project. The following are some of the planned EDM work efforts that will be performed associated with this permitting.

- Coordinate with and serve as a liaison between the EDM Team and the Delta Conveyance Office (DCO) Environmental and Permitting teams throughout development of the environmental documentation and permit applications for the geotechnical exploration program and the Project.
- Facilitate technical information transfer from the EDM team to the DCO Environmental and Permitting teams preparing the environmental documents and permit applications, ensuring consistency, and facilitating quality control.
- Coordinate with and serve as a liaison between the Geotechnical and Biological Surveying teams and the DCO Environmental and Permitting teams throughout the remainder of the geotechnical exploration program.
- Support preparation of environmental deliverables, as requested by the DCO Environmental and Permitting teams.
- In coordination with the DCO Environmental and Permitting Teams, support development of an Environmental Compliance tracking tool. DCA Environmental team will lead and issue an Environmental Compliance Plan and tracker that will be used by the EDM Engineering team to track and ensure environmental commitments are accounted for in the engineering deliverables, including the BODR.

This effort will be led by the EDM Team's Environmental Liaison with support from additional staff as needed.

Subtask 1.4 – Permit Monitoring & Compliance



This subtask will include environmental surveying and monitoring to be conducted throughout the duration of the geotechnical investigation, being performed by the DCA's geotechnical consultant as well as other activities required to support environmental compliance required by permits obtained on behalf of the Project. This work will be performed by biologists, ecologists, and cultural resources specialists from the EDM and the EDM's subconsultant, Environmental Science Associates (ESA), with coordination support being done by the EDM's environmental and fieldwork teams, as needed.

Subtask 1.5 – Geotechnical Management

The objectives of the fieldwork services are to define the subsurface and seismic conditions affecting Project design, to provide subsurface data to enhance resiliency and minimize impacts to the public and the environment, and to provide a Project-wide primary horizontal and vertical understanding of subsurface conditions.

The data collection included in this multiphase work is intended to advance the approved Project through the preliminary design phase of Project development and to support early work packages, where appropriate.

The expected result of these fieldwork services is the timely delivery of comprehensive technical data to the entities participating in the engineering support of the Project during the planning and early design processes. It is expected that the data provided will be housed in a single database system managed by the EDM, hosted by the DCA, and capable of rendering subsurface profiles for use in Project development, optimization, and design activities.

Fieldwork will be managed by the DCA Fieldwork Lead and performed by DCA consultants while the EDM team will fulfill the following responsibilities:

- Quality assurance/quality control (QA/QC) and analysis of geotechnical data collected
- Entry of geotechnical data into geodatabase
- Supporting permitting efforts required for geotechnical exploration
- Supporting planning and tracking of progress of Fieldwork program

Subtask 1.6 – Survey Management

DCA has procured Survey Consultant(s) to conduct the comprehensive, programmatic survey required to support property acquisition and inform the design and construction of the Project. To inform this program activity, the EDM team completed several Survey Plans, which proposed an approach to develop the near-term and long-term survey plans to support the design and construction phases of the Project. The survey plan outlines the tasks required to support the design phase of the Project which includes establishing survey control, activities required to support property and right-of-way acquisition, and activities such as aerial imagery and base mapping required for design. The survey plan also presents the proposed follow-on construction-related survey activities required to support construction and ultimately the preparation of as-built information to represent the constructed facilities.

Under this subtask, Subconsultant will perform the following tasks:

- Assist in developing technical requirements to support future DCA procurement actions associated with their Survey Consultant(s).
- Oversee survey work performed by the Survey Consultant(s) in accordance with the Survey Plan and Survey Consultant(s) contractual requirements.
- Serve as the liaison between the Survey Consultant(s), other functional areas within DCA, and DWR's Geomatics team.



Task 2: Program Initiation

The primary objective of the Program Initiation engineering activities is to provide ongoing support to the DCO Environmental and Permitting teams as they prepare and revise the environmental permitting documents and to advance studies that help to refine the engineering, construction, and operational characteristics and features of the approved Project.

Conceptual design activities will result in the timely delivery of comprehensive technical Project information, as needed. Expected benefits of these conceptual engineering services to the Project environmental planning process and stakeholder engagement include the following:

- Provides accurate information to the environmental documentation team and stakeholders.
- Refinement of concepts to be further evaluated during final design.
- Identify opportunities to reduce the overall program risk, cost, and schedule through innovative design concepts.
- Develops engineering input to accurately inform the environmental documentation, permit applications, and stakeholder engagement process.
- Develops engineering input to support development of the project master schedule and cost estimates.

Subtask 2.1 – Management & Administration

The EDM Project Management Team will manage the Project from a financial, contractual, and quality perspective and provide oversight of the day-to-day general project administration and coordination of the various work activities of the EDM team.

Specific coordination actions to be taken under this subtask will include:

- Following project management protocols to ensure the project stays on schedule and budget
- Ensuring deliverables adhere to scope requirements
- Overseeing compliance with and tracking the QA/QC process including coordinating QA/QC of Project deliverables by senior technical consultants and subject matter experts
- Providing recurring project status updates
- Managing the EDM's communications, budget, schedule, and document controls
- Collaborating and coordinating with the Program Management Support Consultant
- Providing high-level review and oversight of EDM's deliverables
- Attending routine project coordination and briefings
- Attending DCA-DCO senior leadership meetings
- Preparing and attending presentations with various project stakeholder groups, as needed
- Distributing key project documents (e-mails, letters, memoranda, reports, etc.) to the core project team to keep them fully informed and to cascade down to their teams, as appropriate
- Providing administrative and logistic support to the various technical teams

Subtask 2.2 – Program Delivery Planning



The EDM team will provide services to support planning for the future program delivery phase and engineering team support for various programmatic activities. This may include activities related to scheduling, risk management, analyzing cash flow, resource planning, evaluating contracting and delivery mechanisms, and others, as requested by the Executive Director and/or Program Management Support team. Potential activities include:

- Updating program risks
- Supporting project sustainability assessments
- Developing information and documentation required by the Department of Water Resources (DWR) to support any future environmental analyzes associated with potential project innovations
- Assisting in developing final design and construction procurement strategies and processes
- Developing design procurement documents and construction contract documents
- Assisting in reviewing and developing program management plans
- Developing a Design Management Plan
- Developing design guidelines and standards
- Piloting a design automation approach
- Assist in preparing the Construction Cost Estimating Plan and Guidelines.
- Complete the Design Automation Pilot project and prepare a Design Automation Plan.
- Continue to provide coordination of DCO's power supply planning activities
- Complete the TEP identification and prioritization process, prepare an associated plan and then assist with implementation of the plan.
- Prepare Geotechnical Investigations Management Plan
- Prepare Design/Engineering Management Plan based on the outline developed in FY 24-25.
- Continuing support for the review, identification and prioritization of all temporary entry permit (TEP) requirements to support geotechnical investigations, geodetic and property surveys, heritage resources surveys, biological surveys, etc. prior to property acquisition taking place

Subtask 2.3 – Facility Studies

This task will entail finalizing Facility Studies submitted in Draft form under Task Order 7 only and will not include the development of additional Facility Studies.

Subtask 2.4 – Permit Engineering Support

The EDM will provide engineering and other technical support to the DCO Environmental and Permitting teams throughout the permitting process. This task is anticipated to include the following:

- Addressing questions on design features and responding to comments and requests for information (RFIs)
- Attending regular and ad hoc meetings with the DCO Environmental and Engineering teams
- Developing content for and participating in technical meetings and workshops, as requested
- Providing supporting information for permitting applications, as requested
- Supporting DCO's mitigations and settlement agreements, as requested



- Supporting DWR's State Board hearing preparations and testimony, as requested

Subtask 2.5 – Basis of Design Report

The purpose of the Systemwide Basis of Design Report (BODR) is to advance the DCP design development to an approximate 20% completion to facilitate development of a Class 3 cost estimate as defined by the American Association of Cost Engineers. This overall effort will span multiple fiscal years with a targeted completion by the end of calendar year 2026.

This subtask will entail development of the Systemwide BODR. It is envisioned that potentially two Systemwide BODRs will be prepared; one representing the current approved DCP and a second representing a revised project should DWR decide to analysis potential changes to the approved project. The full reports will be completed during FY 26-27. Interim workshops with DCA-DCO will facilitate progress reviews. Additionally, a cost estimating package, including estimated quantities (draft design drawings, etc.) will be compiled as a deliverable, which will be provided to the EDM cost estimating team.

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Jacobs | Agreement # 180006 | Task Order 0008

Jacobs | Agreement # 180006 | Task Order 0008

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Attachment C - Budget Summary (Time and Materials Task Order)

Jacobs | Agreement # 180006 | Task Order 0008

WBS Code	Item Number	Item Description	Task Order Value
11000-CE-Management	001	Community Engagement Management	\$ 80,907.60
12003-PCTRL-Schedule Mgt	002	Schedule Management	\$ 794,631.20
16000-PM-Management	003	Permitting Management	\$ 2,020,347.20
16003-PM-Permit Monitoring & Compliance	004	Permit Monitoring & Compliance	\$ 658,150.55
21000-GT-Management	005	Geotechnical Management	\$ 1,577,627.20
22000-SM-Management & Auditing	006	Survey Management	\$ 358,707.00
30000-PIE-Management & Administration	007	Management & Administration	\$ 2,352,595.00
30007-PIE-Program Delivery Planning	008	Program Delivery Planning	\$ 2,949,665.20
30002-PIE-Facility Studies	009	Facility Studies	\$ 50,344.00
30008-PIE-Permit Engineering Support	010	Permit Engineering Support	\$ 20,517,474.06
30009-PIE-Basis of Design Reports	011	Basis of Design Report	\$ 232,600.80
Total			\$ 31,593,049.81

Attachment A – Scope of Services

Alliant Insurance Services, Inc. | Agreement # 240014 | Task Order 0001

Task 1: General Liability Insurance Professional Services

Consultant shall assist DCA, by analyzing and evaluating DCA's general liability, excess and specialty insurance programs; making recommendations on appropriate insurance coverages and limits based on changing risk and insurance market conditions; market insurance to obtain and renew coverages; and provide other services such as, reviewing DCA's insurance and indemnity contracting terms. Consultant services include but are not limited to the following:

- Competitively market any and all lines of insurance;
- Analyze and make recommendations to DCA's insurance and risk financing programs for existing exposures, advise on new exposures;
- Notify DCA of any legislative or industry changes that would impact its business risks or self-insurance program;
- Provide underwriting applications;
- Provide information regarding market conditions;
- Provide market indications for lines of insurance;
- Provide initial quotes or indications of insurance premiums;
- Provide final insurance premium quotes;
- Report underwriting survey disclosures/coverage gaps;
- Describe the claims reporting feature of each policy;
- With DCA's prior consent, procure agreed insurance policies on behalf of DCA, subject to reimbursement for the cost of the agreed upon insurance premiums, provided such costs are within the maximum amount payable under this Agreement;
- Provide complete insurance policies and policy summary page;
- Provide report identifying markets contacted with responses/carrier/premium and basis of recommendations;
- Monitor insurer's financial solvency and advise DCA of any change;
- Enable access for DCA to produce certificates of insurance as evidence of itself and/or excess insurance coverages and upon request issue insurance certificates and any endorsements or supporting documentation;
- Provide DCA with certificates of Insurance upon request.

Project Schedule and Deliverables

- Meet with DCA staff in April/May (can be virtual);
- Provide premium indications for lines of insurance three months prior to any policy expiration;
- Provide premium indications or initial quotes two months prior to any policy expiration;
- Endeavor to provide final quotes for new or renewal insurance 30 days prior to the proposed inception date of cover;
- Analyze DCA's loss run reports bi-annually as of December 31st and June 30th of each year.



Attachment B - Deliverables

Alliant Insurance Services, Inc. | Agreement # 240014 | Task Order 0001

WBS Code	ID #	Deliverable Name	Due Date
10200-EO-Treasury	1	Premium Inddications for Lines of Insurance	4/1/2026
10200-EO-Treasury	2	Premium Indications and/or Initial Quotes	5/1/2026
10200-EO-Treasury	3	Final Quotes for New or Renewal Insurance	6/1/2026
10200-EO-Treasury	4	Bi-annual Loss Run Report	12/31/2025
10200-EO-Treasury	5	Bi-annual Loss Run Report	6/30/2026

Attachment C - Budget Summary (Time and Materials Task Order)

Alliant Insurance Services, Inc. | Agreement # 240014 | Task Order 0001

WBS Code	Item Number	Item Description	Task Order Value
10200-EO-Treasury	001	General Liability Commercial Insurance Premium	\$ 8,842.00
10200-EO-Treasury	002	General Liability Excess Insurance Premium	\$ 1,723.00
10200-EO-Treasury	003	General Liability Public Official Insurance Premium	\$ 30,304.00
	004		
	005		
	006		
Total			\$ 40,869.00

Attachment A – Scope of Services

Hamner, Jewell & Associates | Agreement 180008 | Task Order 0007

This scope of work falls under three main tasks:

- Task 1: Project Management
- Task 2: Access Agreement Management
- Task 3: Other Direct Costs

Task 1: Project Management

1. Project Management

The ROW agent will manage the effort from a financial, contractual, and quality perspective and provide oversight of project administration and coordination activities. Specific project management actions to be performed under this subtask include but are not limited to:

- Providing monitoring, reporting and coordination services associated with this task order including document control functions, invoicing, and preparation of monthly cost reports.
- Attending routine project coordination meetings, training, and briefings.

Task 2: Access Agreement Management

1. Support New and Ongoing Access Agreements

The ROW agent will provide continued support and coordination efforts for the acquisition of TEPs and COEs required to conduct fieldwork on privately owned properties. Specific actions to be performed under this subtask for properties assigned to Hamner, Jewell & Associates by the DCA include:

- Assisting in preparing and sending new TEPs and serving as the initial point of contact for new TEPs.
- Continuing to support the DCA and DCO with necessary landowner communications, including working with the landowners to prepare Payee Data Records, Memoranda of Settlement, and any agreement extensions or other related matters.
- Performing title searches, reviewing vesting documents, and performing other landowner research, as requested.
- Reporting TEP status and progress during regularly scheduled and as requested meetings.

The ROW Agent shall deliver all final and signed TEPs as they are acquired through the duration of this task order. The ROW Agent will upload a PDF copy to DWR's SharePoint library, as well as DCA's SharePoint library and/or Trimble Connect, as directed by DCA.

By June 1st, 2026, the ROW Agent shall submit a summary report to DCA containing the following items for fiscal year FY25/26:

- Number of properties solicited for Temporary Entry Permits
- Approximate time (in weeks) to receive approval or disapproval of requested Temporary Entry Permits



- Approximate number of hours required to conclude Temporary Entry Permit negotiations, including compiling documentation, research, communications with landowner, filing documents, etc., per Temporary Entry Permit

The ROW Agent will coordinate the template and format of this deliverable with DCA. The intent of the deliverable described above is to assist DCA and DCO in planning for future field activities; the results of the deliverable above are not intended to act as an evaluation of Hamner, Jewell & Associates' performance.

Task 3: Other Direct Costs

1. Other Direct Costs

This task provides reimbursement for travel-related costs, postage, and title searches, as needed and approved, to perform the work in this task order. Title searches and other miscellaneous expenses (other than postage) will require prior approval from the DCA Agreement Administrator and submission of a Direct Purchase Request including quote(s) before purchase/request and submitting as back up to the invoice.

Attachment B - Deliverables

Hamner Jewell | Agreement # 180008 | Task Order 0007

WBS Code	ID #	Deliverable Name	Due Date
15001-PY-Property Agents	2526.1	TEP Results Summary Report	6/30/2026

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Attachment C - Budget Summary (Time and Materials Task Order)

Hamner Jewell | Agreement # 180008 | Task Order 0007

WBS Code	Item Number	Item Description	Task Order Value
15001-PY-Property Agents	001	1.1 Project Management	\$ 16,111.76
15001-PY-Property Agents	002	2.1 Support New and Ongoing Access Agreements	\$ 34,344.20
15001-PY-Property Agents	003	3.1 Other Direct Costs	\$ 3,200.00
	004		
	005		
	006		
Total			\$ 53,655.96

Attachment A – Scope of Services

Bender Rosenthal | Agreement # 180009 | Task Order 0008

Expected ROW Manager responsibilities and services to be provided under this overall task order are outlined below, while specific outcomes are presented in Attachment B—Deliverables. This scope of work falls under three main tasks:

- Task 1: Property Acquisition Management
- Task 2: Temporary Access Agreement Management
- Task 3: Title Report

Task 1: Property Acquisition Management

The Property Acquisition Manager reports directly to the Program Manager and is responsible for evaluating, coordinating, negotiating, and securing land for permanent access and/or ownership as outlined in the Property Acquisition Plan (Plan) of the Joint Exercise of Powers Agreement between the DWR and the DCA. The Property Acquisition Manager may oversee a team of specialists in Right of Way, appraisal and acquisitions, with some specialists serving as functional leads to staff and consultants. Unless agreed-upon between ROW Agent and DCA. All team members will work collaboratively within their specialized areas in the acquisition process as outlined in the Plan.

Responsibilities of the Property Acquisition Manager include:

- Planning, organizing, and leading Right of Way activities for permanent access and/or ownership, such as appraisals, acquisitions, relocation assistance, escrow and property management.
- Making daily decisions in conjunction with the DCA Managers and relevant functional leads.
- Managing staff in the development of best practices, strategies, performance benchmarks, goals, standard operating procedures, and quality compliance.
- Analyzing real estate policies, procedures, and processes to develop recommendations for improving methods, standards, policies, and staffing requirements.
- Determining consultant needs given staffing constraints and projected workloads, overseeing the development and administration of professional services agreements.
- Ensuring team members track and audit performance and approve payments consistent with delegated authority.
- Meeting with landowners, as needed, to ensure that service meets program standards, assessing the level of service provided, developing and implementing initiatives, policies, and procedures to improve service.
- Communicating with DCA teams on work progress.
- Collaborating with Legal, Safety & Risk Management, and other organizational functional groups on all property acquisition-related work.
- Coordinating with Surveyors regarding all right-of-way activities.
- Providing monitoring, reporting and coordination services associated with this task order including document control functions, invoicing, and preparation of monthly cost reports.



- Attending project meetings, training, and briefing

Deliverables include:

- A Preliminary Real Estate Plan (REP) that includes right of way management, site assessments, boundary surveys, title searches, zoning regulations, a real estate strip map delineating existing encumbrances, property lines, proposed rights of way, and necessary permits. Assessments and surveys will include existing structures, utilities, and infrastructure. The REP will also include plans for relocating any utilities. Work will be performed in accordance with DWR requirements. The draft REP will be delivered by June 30, 2026.
 - Assumptions:
 - Right of Way maps are completed
 - Proposed acquisition areas are delineated
- A Report of Right of Way cost estimates for property acquisition, per right of way group, delivered by December 31, 2025. This document shall include a preliminary right of way capital cost estimate that includes all relevant costs, including real estate, damages, cost to cure, relocation and soft costs (independent appraisal fee, title and escrow charges). Each right of way estimate will be presented in a table summarizing the total cost per parcel, in the high range.

Task 2: Temporary Access Agreement Management

The Property Acquisition Manager will manage coordination efforts for TEPs and COEs required to conduct fieldwork on privately owned properties. Specific actions to be performed under this subtask for properties assigned to Bender Rosenthal by the DCA include:

- Support New and Ongoing Temporary Access Agreements
- Assisting in reviewing and managing new TEPs

Task 3: Title Reports

Obtain title reports from Fidelity National Title Company and First American Title Company which states who the vested owner is and what title exceptions are already on record for each property. The title reports will be submitted to the Surveyors to evaluate the existing encumbrances and easements of record to assist with the proposed acquisition areas.

Deliverables include:

- A Fiscal year-end Summary of Title Reports, delivered by June 30, 2026, will summarize title reports gathered through FY25/26.

Attachment B - Deliverables

Bender Rosenthal | Agreement # 180009 | Task Order 0009

WBS Code	ID #	Deliverable Name	Due Date
15002-PY-Temporary Entrance Permits		Preliminary Real Estate Plan	6/30/2026
15002-PY-Temporary Entrance Permits		Reporting of RW Cost Estimates	12/31/2025
15004-PY-Land Purchases		Fiscal year-end Summary of Title Reports	6/30/2026

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Attachment C - Budget Summary (Time and Materials Task Order)

Bender Rosenthal | Agreement # 180009 | Task Order 0009

WBS Code	Item Number	Item Description	Task Order Value
15002-PY-Temporary Entrance Permits	001	Property Acquisition Management	\$ 426,458.90
15002-PY-Temporary Entrance Permits	002	Temporary Access Agreement Management	\$ 26,280.80
15004-PY-Land Purchases	003	Managing Title Reports	\$ 24,897.60
15004-PY-Land Purchases	004	Title Reports	\$ 165,500.00
Total			\$ 643,137.30