



October 31, 2018

**DELIVERED BY EMAIL**

Mr. Pierre Rivas  
Director of Community Development Department  
City of Placerville  
3101 Center Street  
Placerville, CA 95667

**Subject: Proposal to Provide Wastewater Engineering and Consulting Services for the City of Placerville's Hangtown Creek Water Reclamation Facility**

Dear Pierre:

Per your request, Robertson-Bryan, Inc. (RBI) is pleased to present this proposal to the City of Placerville (City) to provide wastewater engineering and consulting services for the City's Hangtown Creek Water Reclamation Facility (HCWRF), beginning January 1, 2019. RBI staff have provided NPDES-related services to the City since 1998, and we look forward to continuing to support the City in this manner. A detailed scope of work is provided below.

**I. SCOPE OF WORK**

*Task 1: Reissued NPDES Permit*

RBI will provide NPDES permit renewal services to assist the City with obtaining a renewed NPDES permit from the RWQCB. Services will include review and commenting on the Central Valley Regional Water Quality Control Board's (Regional water Boards) draft Notice of Applicability (NOA) for coverage under the Board's Municipal General Waste Discharge Requirements Order R5-2017-0085 (NPDES No. CAG585001). A meeting with Board staff to reconcile any issues may be necessary, but cannot be determined at this time. RBI will continue providing services to assist in developing a final NOA acceptable to the City.

*Task 2: 13267 Study of Development of Ammonia Criteria*

RBI is serving as the Prime Consultant for the Central Valley Clean Water Association's (CVCWA) special project titled: *Freshwater Mussel Collaborative Study for Wastewater Treatment Plants*. As part of Phase IIc of this project, CVCWA is working closely with the Regional Water Board to develop site-specific ammonia objectives that will be adopted into the Central Valley Basin Plan, and thus will regulate the City's ammonia levels in its effluent. RBI will keep City staff apprised of the progress on this project, and how it could affect the City's ammonia limits in its NPDES permit in the future.

*Task 3: 2018 Industrial General Permit Compliance*

RBI staff will evaluate stormwater sample results for compliance with NALs and upload sample results onto the SMARTS website.

*Task 4: General Support Services*

Under this task, RBI staff will provide additional services, at the direction of City staff, to assist the City in maintaining compliance with its NPDES permits. Services would include, but may not be limited to, the following.

- Review of draft self-monitoring reports and correspondences with Regional Water Board staff prepared by City staff.
- Development of recommendations for necessary corrective actions, when such needs arise.
- Compilation and evaluation of HCWRF data to address issues as they arise.
- Other services as requested and directed by the City.

## II. SCHEDULE

RBI can begin providing professional services associated with the tasks defined herein upon receipt of a contract or written authorization to proceed.

## III. CONTRACT AND BILLING ARRANGEMENT

RBI recommends a time-and-materials contract for the above scope of work not to exceed **\$25,000** without written authorization. RBI will invoice the City monthly according to its rates in **Attachment 1** for all RBI work activities completed in the prior month. RBI will notify City staff when its budget is 80% depleted from assigned tasks, and will provide a separate proposal for continued services at that time, when the routine monthly level of effort and costs of services are better known.

If you have any questions regarding this proposal, please do not hesitate to contact me at (916) 714-1802. We look forward to assisting the City with its wastewater needs.

Sincerely,



Michael D. Bryan, Ph.D.  
Partner/Principal Scientist

Attachment 1: Fee Schedule

## ATTACHMENT 1

### Fee Schedule

Charges for project work performed by Robertson-Bryan, Inc. (RBI) will be calculated and billed at the hourly rates shown below.

| PROFESSIONAL SERVICES            | RATE/HOUR |
|----------------------------------|-----------|
| ♦ Managing Partner               | \$265.00  |
| ♦ Principal Engineer/Scientist   | \$250.00  |
| ♦ Resource Director              | \$225.00  |
| ♦ Senior Engineer/Scientist II   | \$216.00  |
| ♦ Senior Engineer/Scientist I    | \$209.00  |
| ♦ Project Engineer/Scientist III | \$193.00  |
| ♦ Project Engineer/Scientist II  | \$188.00  |
| ♦ Project Engineer/Scientist I   | \$172.00  |
| ♦ Staff Engineer/Scientist II    | \$160.00  |
| ♦ Staff Engineer/Scientist I     | \$145.00  |
| ♦ Technical Analyst              | \$130.00  |
| ♦ Graphics/GIS                   | \$120.00  |
| ♦ Administrative Assistant       | \$88.00   |
| ♦ Intern                         | \$55.00   |

Up to five percent (5%) of subcontractor charges will be added to cover administrative costs. Hourly rates will be increased by a minimum of fifty percent (50%) for depositions, trials, and hearings. Rates will be adjusted annually. Rates are adjusted annually, effective December 16<sup>th</sup>.

### INVOICING AND PAYMENTS

Invoices will be issued on a monthly basis for all work performed on a project. Payment is due upon receipt of the invoice.