

Grant Progress Report Template

Progress Report # 5

Reporting Period: 03/01/2008 to 03/31/2008

Submittal Date 04/20/2008

Grant Agreement No: 07-541-550-0

Project Name: North Coast IRWM Implementation Grant

Contractor Name: County of Humboldt

I certify under penalty of law that this document and any attachment was prepared by me or under my direction in accordance with the terms and conditions of each Grant Agreement Exhibit. Based on my inquiry of the persons or persons who manage the project, or those directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. All information submitted in this document and all attachments conform to and is in accordance with the state and federal laws and I so here certify with my signature. I am aware that there are significant penalties for submitting false or misleading information.

Project Director: Kirk Girard
Printed Name

Signature

Summary of Work Completed To Date

Work Item	Items for Review #	Due Date	% Of Work Complete	Date Submitted
EXHIBIT B -	INVOICING, BUDGET DETAIL & REPORTING		20%	Invoice and Report #5 April 20, 2008 #4 3/20/08 #3 2/20/08 #2 1/18/08 #1 12/20/07
	1. INVOICING	Monthly	20%	#5 April 20, 2008 #4 03/20/2008 #3 02/20/2008 #2 01/18/08 #1 12/20/07
	6. REPORTS			
	6.1 Progress Reports	Monthly	20%	#5 April 20, 2008 #4 03/20/08 #3 02/20/08

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Work Item	Items for Review #	Due Date	% Of Work Complete	Date Submitted
				#2 01/18/08
				#1 12/20/07
	6.4 Draft IRWM Project Report	05/2010	0%	
	6.5 Final IRWM Project Report	07/2010	0%	

List of Items for Review

1. INVOICE #5 and Supporting Documentation (including invoices from Components 2.1, 2.2, 2.4, 2.5, 2.6, 2.9, 2.12, 2.13, 2.14, 2.15, 2.17, 2.19, 2.20)
2. Component 2.1 Araujo Dam Restoration Progress Report and Invoice, Binder with Record Documents
3. Component 2.2 City of Etna Water Supply Improvement Progress Report and Invoice, Mitigation Monitoring Report Program and Addendum to the Adopted Initial Study & MND
4. Component 2.5 Fish Friendly Farming Monthly Progress Report with attached MP, QAPP, and Invoice.
5. Component 2.6 Graton Wastewater Treatment Upgrade and Reclamation
6. Component 2.9 Mattole IWMP Progress Report and Invoice, Sub-Contractor Agreement
7. Component 2.12 Navarro Watershed Sediment Reduction Monthly Progress Report and Invoice, Sub-Contractor Agreement for Services, GPS data (CD provided), and Road Assessment Reports (on CD)
8. Component 2.13 Newell Water System Renovation Progress Report and Invoice.
9. Component 2.14 Orick Community Services District Wastewater Treatment System Progress Report and Invoice, GPS data.
10. Component 2.15 Raw and Recovered Water for Irrigating Public Agencies Progress Report and Invoice.
11. Component 2.17 Salt River Restoration Project Monthly Progress Report and Invoice, PAEP, GPS data.
12. Component 2.18 Sediment Solutions for the Gualala Final QAPP Report, GPS data (CD Provided)
13. Component 2.19 Shasta Water Association Dam Restoration Progress Report and Invoice, Final designs and specs.
14. Component 2.20 Sonoma County Water Recycling & Habitat Preservation Progress Report and Invoice, GPS data files (CD provided).
15. Updated Component Deliverables Tracking sheets
16. Workshop materials for Labor Compliance Workshop

Progress Report Narrative

Introduction

At the time of this report, 18 of 22 Sub-Grantee Agreements have been signed and executed. The Grantee anticipates having all Sub-Grantee Agreements signed before the end of May.

Components that were not eligible to submit invoices and reports last month, but are currently eligible, have submitted documents for project progress and expenses since the agreement effective date. Once a Component begins invoicing and reporting the Component will provide the Grantee with a progress report and invoice each month. The Grantee is requesting of Components that if no activity has occurred in a given month the Sub-Grantee submit a "no activity" report and "\$0.00" invoice.

Additionally, the Grantee is preparing an Amendment to the Agreement to be submitted in May. This Amendment will revise the Grantee's budget to accurately reflect personnel and direct expenses. The overall allocation to the Grantee will not be changed. The amendment will also include minor scope of work revisions for 4 Components and removal of all GAMA requirements. A draft amendment was submitted and informally approved to Jeffrey Albrecht, Grant Manager. Once the amendment is finalized, the Grantee will begin invoice for expenses for the project.

Further, the Grantee has updated the Component Deliverables tracking sheet to include all deliverable for each project. Each Component has its own deliverables tracking sheet that is attached for your review.

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On March 7, the Grantee hosted a workshop on California Prevailing Wage Law and Labor Compliance. Materials for this workshop are attached.

The Grantee has hired an Administrative Analyst, Devin Theobald, to assist in processing invoices for this Agreement.

The Grantee has continued to work on project management options via the web as well as database option for managing project status.

Lastly, the Grantee has scheduled pre-construction site visits for April. The Grantee will continue to schedule site visits with the Grant Manager and Component Managers.

Summary of Activities

1. PLANS AND COMPLIANCE REQUIREMENTS: (35% COMPLETE)

1.1. GPS

The Grantee has received GPS information from the following components:

- 2.1 Araujo Dam Restoration
- 2.2 City of Etna Water Supply Improvement
- 2.5 Fish Friendly Farming
- 2.6 Graton Wastewater Treatment Upgrade and Reclamation (may require additional information)
- 2.9 Mattole Integrated Water Management Program (for tree planting, sediment reduction, and invasive plant removal activities)
- 2.12 Navarro Watershed Road Sediment Reduction Project
- 2.13 Newell Water System Renovation
- 2.14 Orick Community Services District Wastewater Treatment System.
- 2.15 Raw and Recovered for Irrigating Public Agencies
- 2.17 Salt River Ecosystem Restoration
- 2.18 Sediment Solutions for the Gualala
- 2.19 Shasta Water Association Dam Restoration
- 2.20 Sonoma County Water Recycling & Habitat Preservation

1.2. PAEP

The following PAEP's have been submitted to the SWRCB for approval

- 2.1 Araujo Dam Restoration
- 2.2 City of Etna Water Supply Improvement (Report #3)
- 2.5 Fish Friendly Farming (Report #4)
- 2.8 Martin Slough Interceptor Project (Report #1)
- 2.9 Mattole Watershed Restoration (Report #2)
- 2.11 Monte Rio Community Wastewater (provided prior to Report #1)
- 2.12 Navarro Watershed Road Sediment Reduction Project (sent 4/16/08 to Grant Manager)
- 2.13 Salt River Ecosystem Restoration (sent via email 2/11)
- 2.19 Shasta Water Association Dam Restoration (sent prior to Report #1)
- 2.20 Sonoma County Water Recycling and Habitat Preservation (Report #3)
- 2.21 Weaverville Sanitary District Water Reclamation (Report #2)

1.3. Monitoring Plan

The following Monitoring Plans have been to the SWRCB

- 2.1 Araujo Dam Restoration (sent prior to Report #1)
- 2.5 Fish Friendly Farming (Report #5)
- 2.9 Mattole Watershed Restoration (Report #2)
- 2.19 Shasta Water Association Dam Restoration (sent prior to Report #1)

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1.4. QAPP

The following QAPPs have been submitted to the SWRCB

- 2.1 Araujo Dam Restoration (sent prior to Report #1)
- 2.5 Fish Friendly Farming
- 2.9 Mattole Watershed Restoration (Report #2)
- 2.18 Sediment Solutions for the Gualala River (Report #5)

1.5. GAMA

The Grantee is working with the Grant Manager to eliminate this requirement. None of the components included in this agreement will have a significant impact on Groundwater Quality or Quantity.

1.6. CEQA/NEPA

CEQA/NEPA documentation is required for all projects. Below is a listing of projects that have yet to receive CEQA Clearance from the SWRCB or have yet to submit their CEQA documents:

- 2.1 Araujo Dam Restoration (approval pending for On-Farm activities)
- 2.2 City of Etna Water Supply (approval pending, additional items submitted with this report – see ITEMS FOR REVIEW #3)
- 2.4 Crescent City Wastewater Treatment Plan Renovation (approval pending)
- 2.5 Fish Friendly Farming (approval pending)
- 2.6 Graton Wastewater Treatment Upgrade and Reclamation Project (approval pending)
- 2.8 Martin Slough Interceptor Project (approval pending)
- 2.9 Mattole Watershed Restoration (approval pending for 6 water tanks and Groundwater wells)
- 2.10 Mid-Van Duzen River Ranch Road Sediment Reduction Program (documents to be submitted in 2008)
- 2.12 Navarro Watershed Road Sediment Reduction Project (approval pending)
- 2.13 Newell Water System Renovation (approval pending)
- 2.14 Orick Community Services District Wastewater Treatment System (documents to be submitted in 2008)
- 2.15 Raw and Recovered for Irrigating Public Agencies (documents to be submitted in 2008)
- 2.17 Salt River Restoration (documents to be submitted in 2008)
- 2.18 Sediment Solutions for the Gualala (approval pending)
- 2.20 Sonoma County Water Recycling and Habitat Preservation Project (approval pending)
- 2.21 Weaverville Sanitary District Water Reclamation Project (approval pending)

1.7. The following financial documentation has been submitted in addition to those previously reported:

No activity this period

1.8. Landowner Agreements

Landowner agreements have been received for the following component projects:

- 2.1 Araujo Dam Restoration
- 2.2 City of Etna Water Supply Improvement
- 2.6 Graton Wastewater Treatment Upgrade and Reclamation
- 2.9 Mattole Integrated Water Management Program – for sediment work in Bear Creek
- 2.12 Navarro Watershed Road Sediment Reduction Project
- 2.19 Shasta Water Association Dam Restoration

1.9. If permits are required, the permits must be obtained and signed copies submitted to the Grant Manager before work begins.

No activity this period

1.10. State Disclosure Requirements

No activity this period

1.11. The Grantee shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this work item.

No activity this period

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2.0 WORK TO BE PERFORMED BY GRANTEE

- 2.1 Araujo Dam Restoration
See Attached Progress Report with Recorded Documents (ITEMS FOR REVIEW #2) and Invoice (ITEMS FOR REVIEW #1)
- 2.2 City of Etna Water Supply Improvement
See attached Progress Report and Mitigation Monitoring Report Program with Addendum to Adopted Initial Study & MND (ITEMS FOR REVIEW #3) and Invoice (ITEMS FOR REVIEW #1).
- 2.3 Covelo Wastewater Facilities Improvement
No activity this period
- 2.4 Crescent City Wastewater Treatment Plant Renovation
See attached Invoice (ITEMS FOR REVIEW #1)
- 2.5 Fish Friendly Farming Environmental Certification Program
See Attached Progress Report with QAPP and Monitoring Plan (ITEMS FOR REVIEW #4) and Invoice (ITEMS FOR REVIEW #1)
- 2.6 Graton Wastewater Treatment Facility Upgrade
See attached Progress Report (ITEMS FOR REVIEW #5) and Invoice (ITEMS FOR REVIEW #1)
- 2.7 Head Hunter/Smoke House Non-point Sediment Reduction
No activity this period
- 2.8 Martin Slough Interceptor
No activity this period
- 2.9 Mattole Integrated Water Management Program
See attached Progress Report and Sub-contractor Agreement (ITEMS FOR REVIEW#6) and Invoice (ITEMS FOR REVIEW #1)
- 2.10 Mid Van Duzen River Ranch Road Sediment Reduction Program
No activity this period
- 2.11 Monte Rio Community Wastewater
No activity this period
- 2.12 Navarro Watershed Road Sediment Reduction
See attached Progress Report and attached Sub-Contractor Agreement, GPS data, and Road Assessment Reports (ITEMS FOR REVIEW#7 – GPS and Road reports on CD) and invoice (ITEMS FOR REVIEW #1)
- 2.13 Newell County Water District Water System Renovation
See attached Progress Report (ITEMS FOR REVIEW #8) and invoice (ITEMS FOR REVIEW #1).
- 2.14 Orick Community Services District Wastewater Treatment
See attached Progress Report and GPS Data (ITEMS FOR REVIEW #9) and Invoice (ITEMS FOR REVIEW #1)
- 2.15 Raw and Recovered Water for Irrigating Public Agencies
See attached Progress Report (ITEMS FOR REVIEW #10) and invoice (ITEMS FOR REVIEW #1).
- 2.16 Redwood Creek Erosion Control
No activity this period
- 2.17 Salt River Ecosystem Restoration
See attached Progress Report GPS data, and PAEP (ITEMS FOR REVIEW #11) and invoice (ITEMS FOR REVIEW #1).

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- 2.18 Sediment Solutions for the Gualala
See Final QAPP, GPS Data (CD Provided, ITEMS FOR REVIEW #12).
- 2.19 Shasta Water Association Dam Restoration
See attached Progress Report and As Bid Plans and Specifications (CD Provided, ITEMS FOR REVIEW # 13) and Invoice (ITEMS FOR REVIEW #1).
- 2.20 Sonoma County Water Recycling and Habitat Preservation Program
See attached progress report, GPS data files (CD Provided, ITEMS FOR REVIEW #14) and invoice (ITEMS FOR REVIEW #1) including Match.
- 2.21 Weaverville Sanitary District Water Reclamation
No activity this period
- 2.22 Westport County Water District Water Supply Reliability
No activity this period

EXHIBIT B: INVOICING, BUDGET DETAIL, AND REPORTING PROVISIONS

1. Invoicing

This report accompanies the fifth invoice for the agreement. The Grantee has set a deadline of the 10th of each month to receive invoice and reporting materials from the Sub-Grantees.

6. Reports

6.1 Monthly Reports

This is the fifth progress report for the Agreement since the Grant was awarded in 2006 as the contract was not formally executed until January 2008. From this point forward, the Grantee will be submitting monthly invoices and reports on all component projects that are eligible to do so. Eligibility is determined by the submission and approval of required documentation. This documentation includes:

- Signed Sub-grantee Agreement
- 3 years financial statements (approved by Grantee and SWRCB)

Prior to reimbursement for implementation work the following additional items may be required to be submitted and approved:

- Environmental Documentation and Permits
- Plans and Specs (if applicable)
- PAEP
- MP
- QAPP
- GAMA data
- Designs
- Reports
- Landowner Access Agreements
- Bid-Documents
- Approved Labor Compliance Program, or contract with certified 3rd Party Labor Compliance monitor.
- Other Component specific requirements

6.2 Grant Summary Form

No activity this period

6.3 NRPI

No activity this period

6.4 Draft Final Report

No activity this period

6.5 Final Report

No activity this period