

**SYRVGB Central Management Area Groundwater Sustainability Agency
MEMORANDUM**

DATE: September 10, 2026
TO: CMA GSA Board of Directors
FROM: Amber Thompson, Plan Manager Representative
SUBJECT: **Agenda Item #7:** Grant Component 5 Scope Modifications to existing EKI Contract

Purpose

The purpose of this Staff Report is to provide the Board of Directors (Board) of the Santa Ynez River Valley Groundwater Basin Central Management Area Groundwater Sustainability Agency ("CMA GSA") with the recommendation to approve a reduction to the scope and budget of the existing EKI Environment & Water contract for Prop. 68 Grant Component 5 efforts.

Discussion

The full scope and budget for Prop. 68 Component 5 efforts were previously awarded to EKI by the CMA GSA. However, the EKI contract was subsequently reduced by \$90,600 when Geosyntec was awarded the Hydrogeology Consultant contract for Prop 68 Grant Component 5 Monitoring Program Improvements during the June 23, 2025 CMA GSA board meeting.

To remain within the Prop. 68 Grant Component 5 budget, it is recommended that an additional \$109,700 be removed from EKI Environment & Water's existing scope of work. A copy of the proposed scope modification to the EKI contract is included as Attachment A.

Recommendation

Approve the \$109,700 reduction to the EKI Environment & Water Prop. 68 Grant Component 5 contract scope and budget as detailed in Attachment A.

Attachment

Attachment A: Scope modification and budget reduction for existing EKI Contract (red line)

SCOPE OF WORK FOR COMPONENT 5 – MONITORING IMPROVEMENT AND EXPANSION

The July SOW identified the tasks and deliverables assigned to EKI to coordinate basin wide activities conducted individually by the three GSAs. This SOW (the CMA SOW) focuses on the component tasks and deliverables identified in the Grant Agreement Work Plan that the July SOW assigned to the CMA GSA and its consultants. These tasks will be completed by EKI and consultants under contract with EKI (The EKI Team).

Component 5 improves and expands the CMA Monitoring Network as follows.

- Integration of one (1) to four (4) existing wells into the supplemental monitoring network. Site specific data will be collected from the existing wells via video logging and surveying, as required.
- Installation of one (1) new monitoring well.
- Installation of one (1) stream gage.
- Conduct groundwater dependent ecosystem field survey, where additional data will be collected and assessed.

Category (b) Environmental / Design / Engineering

Task 1 – Environmental Compliance and Permitting

The EKI Team will consider California Environmental Quality Act (CEQA) requirements and ensure activities under Component 2 proceed in compliance with state environmental regulations, minimizing potential delays and legal challenges. The EKI Team will prepare compliance and permitting documents and if instructed can file the documents on behalf of the CMA GSA. EKI will also submit the document(s) to the Grantee/Grant Administrator for transmission to the DWR Grant Manager for review and concurrence prior to beginning construction.

Deliverables:

- Completed CEQA and NEPA documents, as required.
- No Legal Challenges Letter.

Assumptions:

- Monitoring infrastructure will be covered by a NOE.

Task 2 – Land Purchase/Easements

The EKI Team will work with the CMA GSA to coordinate with one (1) landowner for the new monitoring well and one (1) or more landowners for the new stream gage within CMA GSA jurisdiction, as needed. The EKI Team will support the CMA GSA to prepare access agreements, as required, and provide the agreements to the Grantee/Grant Administrator for transmission to the DWR Grant Manager for review. The EKI Team will also support the CMA GSA in obtaining County encroachment permits if needed and/or acquiring necessary permits for the well installation(s). EKI will collect copies of the access agreements and relevant permits and provide them to the Grantee/Grant Administrator for transmission to the DWR Grant Manager for review.

Deliverables:

- Access agreements and/or easements and/or encroachment permits, as required.
- Other permits, as required.

Assumptions:

- The CMA GSA and/or member agency staff will lead outreach efforts to local landowners to develop cooperative agreements and gain access for potential monitoring locations.
- Encroachment permits will not be needed for selected sites.
- Stream gauge permit requirements will be identified by the USGS and permitting costs can be accommodated with the available budget.
- Monitoring infrastructure will be covered by a NOE.

Task 3 – Monitoring Network Planning and Design

The CMA shall establish one (1) new stream gage location and one (1) new monitoring well. The EKI Team will gather site-specific information regarding the new stream gage ~~selected equipment~~ locations. ~~The EKI Team will prepare preliminary design plans for the monitoring well site showing property boundaries, proposed monitoring well location, and conceptual monitoring well design and prepare necessary revisions to engineering design packages for stream gages as required to obtain permits.~~

Under this task, the EKI Team will work with CMA GSA and its member agency staff to select between one (1) to four (4) existing wells to incorporate into the monitoring network.

The EKI Team will also submit design plans and specifications related to the new stream gage to the Grantee/Grant Administrator for transmittal to the DWR Grant Manager for review and concurrence prior to finalizing said design plans and specifications.

Deliverables:

- A Technical Memorandum (TM) that summarizes site-specific information and locations for existing wells, ~~new monitoring well~~, and new stream gage to incorporate into the modified monitoring network.

Assumptions:

- CMA GSA will provide one (1) consolidated set of comments on the draft TM regarding site-specific information.

Category (c) Implementation / Construction

Task 4 – Advertise, Bid, and Award (not implemented by EKI)

Task 4a – Prepare Final Design and Specifications

~~The EKI Team will prepare finalized design plans and technical specifications for the new monitoring well and new stream gage. The final design plans will include engineering drawings, site layout plans, and necessary structural and mechanical components tailored to the specific geologic and hydrologic conditions of the sites. The technical specifications will outline the required materials, construction methods, equipment, and installation procedures to ensure the durability, accuracy, and reliability of the monitoring well and stream gage.~~

~~Task 4b – Complete Bid Documents and Bid Process~~

~~The EKI Team will prepare bid documents, accordingly, including the invitation to bid, instructions to bidders, bid forms, and descriptions of bid items as needed. The bids will be publicly advertised in accordance with the requirements for public bidding for construction and prepare an engineer's estimate, as required. The EKI Team will review the received bids and provide a recommendation to the CMA GSA for award, if required. Then EKI will send a Notice of Intent to Award, Notice(s) to Award, and Notice(s) to Proceed to the selected bidder(s), as needed.~~

~~This task must comply with the Standard Condition D.11 – Competitive Bidding and Procurements. Activities necessary (as applicable) to secure a contractor and award the contract, including the following: develop bid documents, prepare advertisement and contract documents for construction contract bidding, conduct pre-bid meeting, bid opening and evaluation, selection of the contractor, award of contract, and issuance of notice to proceed.~~

~~Deliverables:~~

- ~~• Final design plans and technical specifications (stream gage).~~
- ~~• Final design plans and technical specifications (monitoring well).~~
- ~~• Proof of advertisement.~~
- ~~• Bid documentation.~~
- ~~• Notice of Award.~~
- ~~• Notice to Proceed.~~

~~Assumptions:~~

- ~~• Bids needed for borehole drilling, well construction and well development services only.~~

Task 5 – Monitoring Well and Equipment Installation

Task 5a – Install Monitoring Well (not implemented by EKI)

~~The EKI Team will coordinate with the CMA GSA and oversee installation of the new monitoring well identified in Task 3. The EKI Team will prepare a health and safety plan and traffic control plan(s) and submit to DWR prior to construction, as necessary.~~

Task 5b – Install Stream Gages

The EKI Team will coordinate with the CMA GSA and oversee installation of the new stream gage identified in Task 3. The EKI Team will prepare a health and safety plan and traffic control plan(s) and submit to DWR prior to construction, as necessary.

Task 5c – Review and Assemble Information and Deliverables

The EKI Team will coordinate with the CMA GSA to manage construction and verify specifications and completion schedules related to the new stream gage.

EKI will collect supporting materials related to the new stream gage to prepare quarterly reports for Grantee/Grant Administrator to submit to DWR including, but not limited to, construction activity reports including descriptions of any change orders, photo documentation of pre- and post-construction conditions, document progress in construction activities log, maps, tables, and supporting information to summarize site information, well specifications for existing wells to incorporate into monitoring network

per SGMA guidelines (i.e., measurement point elevations, geographic coordinates, screen depth interval[s], total depth, and so forth), ~~new well as-built information, site land uses,~~ and relevant access agreements and environmental documents, as required.

~~The EKI Team will coordinate with a licensed professional to conduct inspections of the completed well and stream gauge and collect a Certification of Completion letter from the licensed professional to ensure that the well and stream gauge was constructed per the 100% design plans and specifications.~~

Deliverables:

- ~~• Health and Safety Plan, as required.~~
- Summaries of stream gage activities and photo documentation of pre-construction, construction and post construction activities to include in quarterly Progress Reports.
- ~~• Record drawings and as-builts.~~
- Proof of stream gage equipment and materials purchased.
- ~~• Monitoring Well Completion Report, as required.~~
- ~~• Certification of Completion Letter.~~
- Acknowledgement of Credit signage.

Assumptions:

- For cost effectiveness, a single contractor will be selected to install all planned monitoring wells in the Western Management Area and Central Management Area GSAs.

Category (d) Monitoring / Assessment

Task 6 – Monitoring Network Field Screening

Task 6a – Update Monitoring Networks

Based on the results from the previous tasks, the EKI Team will work with the CMA GSA to update its monitoring networks to include the newly installed ~~monitoring sites~~stream gage and comply with SGMA reporting standards.

Task 6b – Survey or Video Logs

The EKI Team will perform surveys and/or video logging on existing wells and determine geographic coordinates/locations, total well depth, depth interval(s) of perforations, and elevation of the measurement point for water level readings, as needed.

Task 6c – Technical Memorandum (not implemented by EKI)

~~EKI will prepare a technical memorandum to summarize the monitoring network updates.~~

Deliverables:

- ~~• TM summarizing Monitoring Network updates.~~
- ~~• Well Survey Report(s) and/or Video Logging Report(s), as required.~~

Assumptions:

- ~~• CMA GSA will provide one (1) consolidated set of comments on the draft TM regarding monitoring~~

~~network updates.~~

Task 7 – Data Collection, Assessment, and DMS Updates

The EKI Team will collect semi-annual groundwater level data from new wells. The Team will evaluate results from stream gages to assess shifting of the rating curve.

The EKI Team will conduct field surveys in CMA GSA jurisdiction to investigate potential groundwater dependent ecosystems (GDEs) and assess GDE coverage from GDE survey results.

The EKI Team will update the DMS to include (1) collected monitoring data and site information from the relevant surveys; (2) add new wells and the stream gage to the SGMA compliant monitoring network; and (3) update well site information fields to allow for entry of Minimum Thresholds and Measurable Objectives, when determined. Conduct annual stream gage maintenance.

Deliverables:

- TM summarizing raw monitoring data and surveys, assessments, and DMS updates for each of the GSAs.

Assumptions:

- CMA GSA will provide one (1) consolidated set of comments on the draft TM regarding monitoring data and DMS updates.

Category (e) Engagement / Outreach

Task e1 – Outreach and Engagement

The EKI Team will work with the CMA GSA to conduct outreach and coordination between GSA member agencies, landowners, and stakeholders. EKI will support the formation of Agricultural and Surface Water Advisory groups and prepare educational, and outreach materials as needed.

Task e2 – Meetings and Workshops

The EKI Team will support CMA GSA in preparing meeting agendas and meeting minutes. EKI will attend the outreach events at the direction of CMA GSA.

Deliverables:

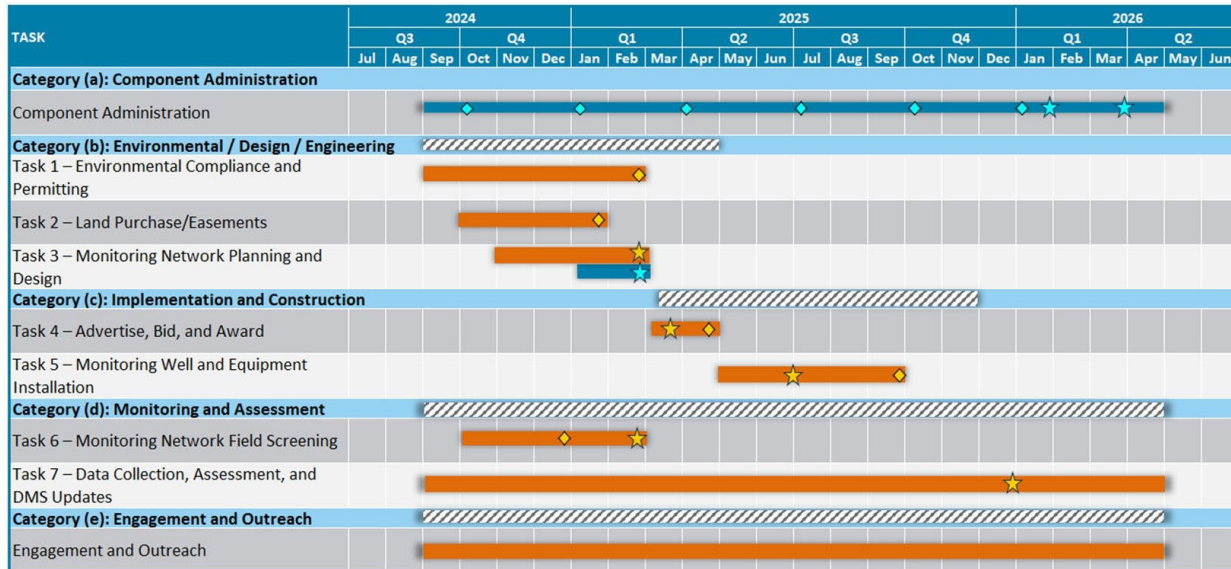
- Outreach and engagement materials, as required.
- Meeting/workshops agendas and minutes.

Assumptions:

- The EKI Team will support up to 7 meetings/workshops. The workshops will be hybrid-in person and EKI will participate remotely.

PROJECT SCHEDULE

EKI is prepared to start work on this project immediately upon authorization to proceed. The schedule below provides the approximate timing of Component 5 work tasks assigned to EKI.



Note: (1) The blue bars and symbols represent tasks approved from the July SOW. The orange bars and symbols represent tasks listed in this SOW (the CMA SOW). Hatched bars represents the overall schedule for each category.

COMPENSATION

Compensation for EKI's services will be on a time and expense reimbursement basis

Table 2. Proposed Project Budget Summary

(see detailed breakdown by task, subtask, labor grade, and expenses in Attachment C-2)

Task	EKI Hours	Budget Estimate
Category (a) Component Administration		
Component Administration	-	-
Category (b) Environmental, Engineering, and Design		
Task 1 – Environmental Compliance and Permitting	6	\$7,000
Task 2 – Land Purchase/Easements	42	\$35,000
Task 3 – Monitoring Network Planning and Design	40	\$14,000
Category (c) Implementation and Construction		
Task 4 – Advertise, Bid, and Award	11	\$2,800
Task 5 – Monitoring Well and Equipment Installation	265	\$206,100 <u>\$96,400</u>
Category (d) Monitoring and Assessment		
Task 6 – Monitoring Network Field Screening	182	\$67,100
Task 7 – Data Collection, Assessment, and DMS Updates	33	\$57,500
Category (e) Engagement and Outreach		
Engagement and Outreach	101	\$33,300
TOTAL	683	\$422,800 <u>\$313,100</u>

Attachment C-2. Detailed Budget Estimate

TASKS	EKI Labor							Expenses		TOTAL	Bill-to-Date from Subconsultants other than EKI (1), (2)	Remaining Budget	
	Prin - Fio	G1 - Susan Xie	G1 - Sam Cronin	G3 - Meghan Engh	G6	TOTAL EKI Labor	TOTAL EKI Labor Billed-to-Date	CAD/GIS Charge (per hour)	Subconsultant	TOTAL City Labor, Per Component Budget Allocation Tables Adjusted to Take Out Geosyntec Budget)			
	333	241	241	209	144	(\$)	(\$)	\$20		(\$)	(\$)	(\$)	
Category (b) Environmental, Engineering, and Design													
- Task 1 – Environmental Compliance and Permitting		2	4			\$1,446			\$ 5,554	\$7,000		\$7,000	
- Task 2 – Land Purchase/Easements													
- Task 2a - Secure access agreements, easements, permits	4	8	12	18		\$9,914			\$ 25,086	\$35,000	\$1,195	\$33,805	
- Task 3 – Monitoring Network Planning and Design													
- Task 3a - Preliminary design plans – Wells	4	4	8	4		\$5,060			\$ 1,900	\$7,000		\$7,000	
- Task 3b - Preliminary design plans – Gages	4	4	8	4		\$5,060			\$ 1,900	\$7,000		\$7,000	
Subtotal	12	18	32	26	0	\$21,480	\$0	\$0	\$ 34,440	\$0	\$56,000	\$1,195	\$54,805
Category (c) Implementation and Construction													
- Task 4 – Advertise, Bid, and Award													
- Task 4a - Prepare final designs & specs	1	4	6			\$2,740			\$ 0	\$2,800		\$2,800	
- Task 4b - Complete bid docs & bid process	0	0	0		0	\$0			\$ 0	\$0		\$0	
- Task 5 – Monitoring Well and Equipment Installation													
- Task 5a - Install Monitoring Well	12	20	40	20		\$22,636 \$0			\$ - 87,022 \$0	\$109,700 \$0		\$109,700 \$0	
- Task 5b - Install Stream Gages	6	12	20	20		\$13,890			\$ 56,100	\$70,000		\$70,000	
- Task 5c - Review and Assemble Information and Deliverables	8	12	40	50	5	\$26,366							

Attachment C-2. Detailed Budget Estimate

(2) Billed-to-date from Stetson Engineers, Inc included invoices that cover billing periods from 1 November 2022 to 30 June 2024.