

## Progress Report Form

### Stormwater Action Monitoring: Source ID

Send progress report to: Brandi Lubliner  
Department of Ecology  
PO Box 47600  
Olympia, WA 98504-7600

#### 1. General Information

Contract Agreement Number:	C1800127
Project Title:	Update to the 2013 Illicit Connection and Illicit Discharge (IC/ID) Field Screening and Source Tracing Guidance Manual and Hands-On Trainings
Organization:	King County
Project Manager:	Jeanne Dorn
Reporting Period:	January 2019 - June 2019
Date this Form was Completed:	7/23/2019

#### 2. Brief Description of Achievements for the current report period

##### Task 1: Project Administration

Percent of Task Completed: 25%

Deliverables KC-Ecology D1.3 Semi-Annual Progress Report (this document).

Description of your Achievements: Coordinated with consultants (Aspect, Herrera) on Monthly Aspect/Herrera invoice approval. Budget status reviews. Communicated with permittees and consultants.

##### Task 2: Feedback workshops, literature and data review

Percent of Task Completed: 85%

Deliverables KC-Ecology Deliverable 2 (tech memo on feedback workshops) was provided to Brandi Lubliner (Ecology) by email from Jeanne Dorn (King County) on 5/8/19. (ECY-KC Deliverable 2 is Consultant-KC Deliverable 201.5). Deliverable 4 (tech memo literature review) was provided to Lubliner by email from Dorn on 7/9/2019. (ECY-KC Deliverable 4 is Consultant-KC Deliverable 203)

Description of your Achievements: Received monthly reports and invoices, and mid-monthly updates, from Aspect (Consultant). Worked with KC Finance to pay monthly Consultant invoices. Worked with Aspect to finalize Consultant-KC Deliverable 201.4 (final curriculum for feedback workshops). Said curriculum was finalized on 2/25/2019, being based on earlier Consultant-KC Del. 201.3, which had been completed by Consultant and provided on 1/23/2019 to Dorn for her review. Dorn attended both feedback workshops (summarized below). Dorn reviewed and approved Ecology-KC Deliverable 2 (tech memo on workshops) and provided ECY-KC Del. 2 to Ecology on 5/8/19. Dorn reviewed and accepted ECY-KC Deliverable 4 (tech memo on lit review) and provided Del. 4 to Ecology on 7/9/19.

##### Task 2A: Workshops on municipal programs and methods

Percent of Task Completed: 100%

Deliverable Ecology-KC Deliverable 2 (tech memo on workshop findings) was completed and was provided on 5/8/19 to Ecology. Task 2A was implemented by the Consultant by preparing for and hosting two feedback workshops, using Consultant-KC Deliverable 201.4 (final workshop curriculum). Aspect and Herrera hosted the first workshop on 2/25/19 in Everett at the Drewel Admin. Building. They hosted the second workshop on 3/4/19 in Seattle at King Street Center (the 3/4/19 Seattle workshop was held that day instead of on the planned date of 2/12/19 in Seattle; the workshop was cancelled on 2/12 due to inclement snowy weather).

Description of your Achievements: Attended both feedback workshops, including helping to set up and de-mobilize.

**Task 2B: IDDE Data Review**

Percent of Task Completed: 80%

Deliverable Not completed yet (will be Ecology-KC Deliverable 3 when completed)

Description of your Achievements: Communicated with Consultant about this; Consultant's memo is nearly complete as of 7/10/2019.

**Task 2C: IC/ID literature review update**

Percent of Task Completed: 100%

Deliverable Ecology-KC Deliverable 4 has been completed, and was submitted to Ecology on 7/9/19.

Description of your Achievements: Reviewed and approved deliverable.

**Task 2D: Update IC/ID guidance manual**

Percent of Task Completed: 0%

Deliverable Not completed yet (will be Ecology-KC Deliverable 5 (present to SIDIR proposed manual updates; Deliverable 6 (draft manual) and Deliverable 7 (final manual))

Description of your Achievements: Communicated with Consultant about prep work underway (Consultant working on scheduling presentation to SIDIR group in summer 2019)

**Task 3A: Disseminate manual updates to permittees and announce trainings**

Percent of Task Completed: 0%

Deliverable Not completed yet (will be Ecology-KC Deliverable 8)

Description of your Achievements: n/a

**Task 3B: Trainings on updated IC/ID manual**

Percent of Task Completed: 0%

Deliverable Not completed yet (will be Ecology-KC Deliverable 9)

Description of your Achievements: n/a

**Task 4: Communication of project results and findings**

Percent of Task Completed: 0%

Deliverable Not completed yet (will be Ecology-KC Deliverables 10, 11, 12 and 13)

Description of your Achievements: n/a

**3. Tasks/Milestones not achieved and why:**

**4. Potential Future Challenges to Performance (time delays, staff changes, etc.):**

**5. General Comments:**

**6. List the cumulative totals for all "outputs" (numerically measurable accomplishments) under this contract to date:**

Under Ecology-KC contract, five measurable outputs done: Deliverables 1.1; 1.2; 1.3; 2; and 4.  
the Consultant-KC contract, a total of eight outputs done: Deliverables 100.1; 100.3; 201.1; 201.2; 201.3; 201.4; 201.5; and 203.1.

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