

Progress Report Form

Stormwater Action Monitoring: Source ID

Send progress report to: Brandi Lubliner
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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:	July 2019 -December 2019
Date this Form was Completed:	1/16/2020

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

Task 1: Project Administration

Percent of Task Completed:	40%
Deliverables	KC-Ecology D1.4 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 consultants. Edited and provided feedback on bacteria and TPH indicators' portions of draft Manual.

Task 2: Feedback workshops, literature and data review

Percent of Task Completed:	100%
Deliverables	Deliverable 3 (tech memo of 2014 IDDE data review) was provided to Lubliner by email from Dorn on 1/16/2020 (ECY-KC Deliverable 3 is Consultant-KC Deliverable 202.1). 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. Dorn reviewed and accepted ECY-KCE Deliverable 3 (tech memo on 2014 IDDE data) on 8/16/2019 and provided it by email to Ecology on 1/16/2020.

Task 2A: Workshops on municipal programs and methods

Percent of Task Completed:	100%
Deliverable	completed
Description of your Achievements:	

Task 2B: IDDE Data Review

Percent of Task Completed:	100%
Deliverable	Ecology-KC Deliverable 3 was completed by Aspect and provided to KC on 8/16/2019. It was emailed to ECY on 1/16/2020.
Description of your Achievements:	KC (belatedly) forwarded ECY-KC Deliverable 3 to ECY on 1/16/2020.

Task 2C: IC/ID literature review update

Percent of Task Completed:	100%
Deliverable	completed
Description of your Achievements:	

Task 2D: Update IC/ID guidance manual

Percent of Task Completed: 40%

Deliverable ECY-KC Deliverable 5 was completed (presented proposed manual updates to SIDIR group on 8/15/2019 at King Street Center.) (Still outstanding are Deliverable 6 (draft manual) and Deliverable 7 (final manual))

Description of your Achievements: Worked with Consultant about portions of the draft manual, January 2020.

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:

The consultant and sub-consultant have been working on tasks related to updating the Manual, and working on scheduling dates and venues for the eight municipal staff trainings based on the updated Manual.

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

Under Ecology-KC contract, eight (8) measurable outputs done: Deliverables 1.1; 1.2; 1.3; 1.4; 2; 3, 4 and 5.

Under the Consultant-KC contract, a total of eleven (11) outputs done: Deliverables 100.1; 100.2 (ongoing); 100.3; 201.1; 201.2; 201.3; 201.4; 201.5; 202.1; 203.1; and 204.1.