

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:	January 2020 -June 2020
Date this Form was Completed:	7/28/2020

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

Task 1: Project Administration

Percent of Task Completed:	50%
Deliverables	KC-Ecology D1.5 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.

Task 2: Feedback workshops, literature and data review

Percent of Task Completed:	100%
Deliverables	n/a
Description of your Achievements:	n/a

Task 2A: Workshops on municipal programs and methods

Percent of Task Completed:	100%
Deliverable	n/a
Description of your Achievements:	n/a

Task 2B: IDDE Data Review

Percent of Task Completed:	100%
Deliverable	n/a
Description of your Achievements:	n/a

Task 2C: IC/ID literature review update

Percent of Task Completed:	100%
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Deliverable n/a

Description of your Achievements: n/a

Task 2D: Update IC/ID guidance manual

Percent of Task Completed: 100%

Deliverable 6 (draft manual) and Deliverable 7 (final manual) were completed in this period. Task descriptions and dates are as follows. Draft manual with redlines was provided by Weblink from Ecology to SAM Source ID group on 1/21/20. A Comment Log was used by reviewers to make comments/suggested edits to the draft. Reviewers included: King County Stormwater Services; King County Environmental Lab; City of Vancouver, WA; City of Seattle; City of Shoreline; City of Kirkland. Draft manual suggested edits were discussed by King County, Herrera and Aspect on 3/5/20. Draft manual okayed to proceed to final production on 3/5/20. Final Manual provided to King County on 5/18/20; King County okayed final manual format and forwarded final manual to Ecology on 5/19/20. Ecology requested one minor wording change, which Aspect did. This 'final final' version was routed to Washington Stormwater Center and Ecology, for posting on websites. King County's Stormwater Services website has a link to Washington Stormwater Center's website.

Description of your Achievements: Worked with Consultant on portions of the draft and final manual, including reviewing, commenting, and researching.

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

Percent of Task Completed: 50%

Deliverable 8 not fully completed yet in that trainings could not be announced in Jan-June 2020 as they had been cancelled due to COVID-19 and had not been re-scheduled yet. However, the flyer announcing manual updates and how to sign up for trainings (when they will be held) was drafted on 3/16/20, sent for review by Ecology and King County on 3/17/20, and finalized/sent to Ecology and King County on 6/25/2020. Additionally, the following tasks supporting Del. 8 were completed as follows: Aspect's James Packman presented to the Stormwater Work Group the manual updates on 6/3/20; this meeting was attended by King County and Herrera staff.

Description of your Achievements: Communicated with Consultant on ideas about flyer as well as re-configuring and re-scheduling trainings.

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: 60%

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

Description of your Achievements: King County is on track with communicating project results and findings thus far.

3. Tasks/Milestones not achieved and why:

The originally planned 'live, in-person' workshops on using the manual were not held due to their cancellation by COVID-19 pandemic cautionary measures.

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

If the contract amendment (see No. 5 below) is approved, the contract is expected to be completed by its proposed new contract extension deadline of 1/31/20.

5. General Comments:

Because of COVID-19 pandemic measures, the workshops planned for the spring and early summer of 2020 could not be held in person and were cancelled. Due to this reality, the consultants had to re-format the workshops to be compatible with a 'virtual' environment. All 'virtual' workshops will be rescheduled in late summer 2020, and hopefully will be held in autumn/winter 2020. Related to this, King County is requesting from Ecology a contract amendment to extend the deadline of the contract from 8/31/2020 to 1/31/2021. Jeanne Dorn submitted an extension request to Brandi Lubliner of Ecology on 7/22/2020. Due to the unforeseen, unpredicted extra time and effort imposed on the contract by the pandemic measures, additional money has been requested of Ecology so that tasks and deliverables can be completed by 1/31/2021.

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

Under Ecology-KC contract, 12 measurable outputs done: Deliverables 1.1; 1.2; 1.3; 1.4; 1.5, 2; 3, 4, 5, 6, 7 and 8.

Under the Consultant-KC contract, a total of 16 outputs done: Deliverables 100.1; 100.2 (ongoing); 100.3; 201.1; 201.2; 201.3; 201.4; 201.5; 202.1; 203.1; 204.1, 204.2; 204.3; 204.4, 301.3 and 301.4.