



CLEAR CREEK SOLUTIONS, INC.

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MEMORANDUM

DATE: 10 August 2018
TO: Eric Christensen, P.E, City of Olympia
CC: Bill Taylor
FROM: Doug Beyerlein, P.E.
SUBJECT: Deliverable 1.1 2018 Q1 & Q2

Deliverable 1.1: Document contracting, coordination with team, and communications via quarterly progress report by City of Olympia with consultant support.

2018 Q1: Clear Creek Solutions coordinated work assignments with Taylor Aquatic Sciences and Policy, Associated Earth Sciences, Inc. (AESI), Aspect Consulting LLC, and Raedeke Associates, Inc., established task budgets, and submitting monthly invoices and supporting documentation to the City of Olympia.

Doug Beyerlein, Joe Brascher, and Bill Taylor met with Andy Haub, Eric Christensen, and Steve Thompson at the City of Olympia on 1 February 2018 to discuss project management and schedule. Project task and deliverable dates currently in the contract need to be updated to reflect revised schedule. The CCS team still needs to provide the City of Olympia with new dates for contractual purposes.

2018 Q2: Clear Creek Solutions continued coordination of work assignments with Taylor Aquatic Sciences and Policy, Associated Earth Sciences, Inc. (AESI), Aspect Consulting LLC, and Raedeke Associates, Inc., established task budgets, and submitting monthly invoices and supporting documentation to the City of Olympia.

The primary focus in the second quarter is coordination of the effort to identify and evaluate potential monitoring sites based on our site selection criteria. Eighteen (18) bioretention sites have been visited; six look feasible for monitoring; additional sites will be visited and evaluated. Our goal is to select ten sites by mid-September for monitoring starting in October.

