

DEPARTMENT OF ECOLOGY
Environmental Assessment Program

DATE: November 14, 2017

TO: Brandi Lubliner, Stormwater Action Monitoring Coordinator, Water Quality Program
Dale Norton, Western Operations Section Manager, Environmental Assessment Program

FROM: Justin Smith, Environmental Systems Support Unit Supervisor, Information Technology Services Office J.S.

SUBJECT: Redevelopment of the Watershed Health Monitoring Data Management System- Funding Agreement

Background

Ecology's IT Services Office has developed a comprehensive data management system for Watershed Health Monitoring (WHM), including mobile e-forms, physical habitat tables integrated with the agency's Environmental Information Management (EIM) System, automatic metric calculation (refreshed nightly), and a web user interface that pulls from and integrates multiple data sources. Two of Ecology's programs use the WHM data management system: the Environmental Assessment Program (EAP) and the Water Quality Program (WQP) via the Stormwater Action Monitoring (SAM) program which is part of the municipal stormwater permits. We understand there are two SAM studies that specifically use the WHM database management system: the 2015 Puget Lowland small streams status and trend monitoring and one effectiveness study led by the City of Redmond called the Paired Watershed Study.

The WHM data management system requires a redevelopment to the underlying framework for the WHM editor and ongoing maintenance to keep it viable. While ongoing maintenance in the WHM data management system is covered by EAP, the significant rebuild of the 'WHM Editor' will require additional funds and effort. This memo documents the funding sources from the WQP and EAP to pay for this ITS4 project position for two years to support the redevelopment of the WHM database.

Scope of Work

Rebuilding the WHM editor interface will improve efficiency in finalizing data once collected in the field. At this point, many site details require ESS staff to open/revise fields. This is long and overly conservative data review process. Improvements to WHM editor will allow the data quality review staff in EAP to make minor edits themselves and vastly speed up the review step. The ESS and EAP staff assigned to the project will provide the SAM coordinator with at least three deliverables for the WHM editor rebuild progress.

Deliverable 1 - The Work Plan for WHM Data Editor Rebuild. The Environmental Systems Support Unit (ESS) and EAP will send the SAM Coordinator a work plan for the WHM data editor rebuild project. The plan should include a description of the work to be performed, milestones, and a timeline for completion of the WHM data editor redevelopment project. The target date for this work plan is the first quarter after hiring the ITS4 project position.

Deliverable 2 - WHM Data Editor Progress Reports. ESS and EAP will provide quarterly progress reports to the SAM Coordinator on activities for the WHM data editor redevelopment project. The target dates for these reports will be incorporated in the work plan memo described under Deliverable 1 above.

Deliverable 3 - WHM data Editor Completion Memorandum. ESS and EAP will send the SAM Coordinator a final project memorandum describing the new WHM editor capabilities. In addition, ESS and EAP will conduct a demonstration for the WQP EIM staff and the SAM Coordinator on the capabilities of the new WHM data editor. The target date for this deliverable will be incorporated into the work plan described in Deliverable 1 above.

Funding

WHM is not an agency enterprise system, therefore, funds for the WHM editor rebuild need to come from WHM users. The users are EAP, WQP, and SAM. The Stormwater Work Group approved the WHM rebuild 'fair share' expense from the SAM status and trends account in April 2016. Stormwater Work Group also approved three years of 'fair share' expenses from an active SAM effectiveness study (Redmond Years 1-3). The Redmond contract extension is planned for in early 2018, and a 'fair share' expense at the rate of \$7,030 per year is anticipated.

Program	Funding source	Amount	MIC(s)	Note
WQP	SAM small streams	\$ 42,530	F92AA500	
	Option 2 Permittees	\$ 7,030	NA	WQP will direct fund EAP, no code
	Redmond ¹ Effectiveness Study Years 1 – 3	\$20,565	F92AE500	3 years of \$21,090 is obligated in Redmond contract for WHM support
	Redmond Effectiveness Study Years 4 – 5 ²	\$ 14,060	F92AE500	Future contract amendment
EAP	EPA 319	\$116,000	DWB21020	

1= Total available reflects charges of \$525 by EAP in year 1 to setup the Redmond Effectiveness study.

2= These funds are not yet authorized formally for the WHM editor rebuild from this project, because the contract extension will be done in late 2017 or early 2018.

Funding Total: The WQP subtotal is \$84,185. The EAP subtotal is \$116,000. The combined total is \$200,185.

This funding will be used to support one ITS4 project position for a period of two years. The person in this position will use the funding during the 2017-19 biennium to rebuild the WHM Editor, which is the highest-priority WHM data management need at this time.

Cc: Carol Smith, EAP Program Manager
Gary Koshi, EAP Budget Planner
Garrett Ward, WQP Budget Planner
Mark Solie, ITSO EBTS Section Manager
Bill Moore, WQP PDS Section Manager
Jessica Archer, EAP SC Section Manager

