

## Service Agreement

|                                 |                                    |                        |                          |
|---------------------------------|------------------------------------|------------------------|--------------------------|
| <b>Project Name:</b>            | Lewiston Temperature Special Study | <b>Date Submitted:</b> | December 21, 2011        |
| <b>Title of Work:</b>           | Special Study Project Management   | <b>Cost Authority:</b> | A30-0416-71B1-200-00-0-0 |
| <b>Team Leader:</b>             | Fred Holz                          | MP-730                 | 916.978.5075             |
| <b>Group Leader/Supervisor:</b> | Mona Jefferies-Sonia               | MP-730                 | 916.978.5068             |
| <b>Client Contact:</b>          | Rod Wittler                        | TRRP                   | 530.623.1801             |

### 1. Project Description:

Substantiate the need for and receive authorization to proceed with a Feasibility Study, or to receive approval to directly implement an alternative developed hereby using existing authorities (e.g., CVPIA § 3406(b)(1) and (b)(23) or other authorities).

### 2. Description of Work: (list objectives, tasks, and deliverables)

**Objective:** The objective of the Special Study is to investigate structural and/or operational alternatives and provide recommendations for improving the transmission of cold water, that is less than 50°F, through Lewiston reservoir, including changes at either the Trinity and/or Lewiston Dam facilities, or within Lewiston reservoir.

**Scope:** Project management describes the approach to coordinating, tracking, scheduling, developing, and presenting work as well as coordinating divisional activities to provide information to the Trinity River Restoration Program (TRRP) and partners. The Team Leader should anticipate review of progress and plans for moving forward by the Client Contact, TRRP and partners. MP-700 will analyze existing conceptual alternatives aimed at improving the transmission of cold water discharged out of Trinity Dam through Lewiston Reservoir and into the Trinity River. Four specific conceptual alternatives will be analyzed. These include:

- 1) Trinity Reservoir Management
- 2) Lewiston Reservoir Management
- 3) Physical Modification of Lewiston Reservoir and/or Dam
- 4) Removal of Lewiston Dam.

The sequence of conceptual alternative development is as follows:

1. Clarify and research conceptual alternatives with TRRP and partners to provide a unified focus.
2. Develop draft alternatives descriptions, including a written summary for review by TRRP
3. TRRP & Partners (Temperature Work Group and others) review and comment on draft alternatives
4. Revise conceptual alternative descriptions based on comments and resubmit until TRRP accepts alternatives for continued analysis
5. Prepare final conceptual alternative descriptions (3-5 page summaries per alternative)
6. Analyze conceptual alternatives for:
  - a. Effectiveness –projection of reduced summertime and early fall temperatures of waters delivered to the Trinity River downstream of Lewiston Dam
  - b. Proposed features for construction
  - c. Operational changes
  - d. Preparation of appraisal level design concept exhibits
  - e. Summary of objectives, opportunities, needs and problems
  - f. Appraisal level cost estimate for implementing each of the four (4) alternatives analyzed
7. Revise analyses based on TRRP comments.
8. Prepare final report outlining findings and conclusions as well as a path forward for TRRP consideration.

The Team Leader shall manage intra-agency divisions required to complete the Special Study as well as provide general project management/administration activities in support of the Special Study, including, but not limited to, the following:

- Scheduling, planning, conducting, and participating in meetings;

- Preparation and reproduction of meeting notes, handouts, and deliverables;
- Coordination and communication with the Client Contact, TRRP and partners, as appropriate;
- Preparation of Progress Reports for the Client Contact, outlining tasks and activities anticipated for the current month or other appropriate timeframe, issues or topics of concern, and a monthly accounting of costs, and;
- Management and maintenance of a document library.

Project Management activities shall be required of the Team Leader for the duration of this Service Agreement. The Team Leader shall notify the Client Contact of any other required key personnel for approval by the Client Contact. The Team Leader and other key personnel cannot be changed unless the Client Contact agrees to the change in writing. The Team Leader shall work closely with the Client Contact to collaboratively apply the knowledge, skills, tools, and techniques required to successfully complete the deliverables identified in this Service Agreement. The Team Leader shall be available for the duration of this Service Agreement and shall commit adequate time to prioritize and successfully complete the deliverables identified in this Service Agreement.

TRRP will provide all temperature modeling support in a timely and complete manner, as required by the design team in order to meet design development and cost estimating schedules.

Deliverables: Lewiston Temperature Special Study and Appraisal Level Cost Estimates.

**3. Schedule & Financial Plan:** The budget for FY 2011 is \$150,000. Anticipated out year budgetary needs are outlined within the FY Summary and schedule. It is anticipated to conform to the Earned Value analysis, attached and noted as Exhibit A, dated XX XX, 2011.

**4. Signatures:** The following signatures indicate approval of this Service Agreement:

|   |      |   |      |
|---|------|---|------|
| _____ / _____                                 |      | _____ / _____                               |      |
| Fred Holz<br>Team Leader/Project Manager      | Date | Mona Jefferies-Soniae<br>Supervisor, MP-730 | Date |
| _____ / _____                                 |      |   |      |
| Rod Wittler<br>Client Contact/Project Manager | Date |   |      |