

Butano Channel Restoration and Resiliency Project

Budget Narrative

	Item	Rate	Unit	Total Project Cost	NOAA					Match				Total	
					Year1	Year2	Year3	NOAA	RCD	SMC	TU	State Parks			
A	Kellyx Nelson- Executive Director	\$ 85.00	354	30,090.00	204	17,340.00	100	8,500.00	50	4,250.00	30,090.00				
	I. Kogan- Project Manager	\$ 58.00	643	37,294.00	463	26,854.00	120	6,960.00	60	3,480.00	37,294.00				
	A. Arko - Program Specialist	\$ 39.00	154	6,006.00	98	3,822.00	24	936.00	32	1,248.00	6,006.00				
	S. Polgar - Cons. Program Spec.	\$ 43.00	415	17,845.00	385	16,555.00	30	1,290.00		0.00	17,845.00				
	K.Meyer - Cons. Assist.	\$ 27.00	405	10,935.00	325	8,775.00	40	1,080.00	40	1,080.00	10,935.00				
	J. Carrol- Conservation Assistant	\$ 24.00	285	6,840.00	285	6,840.00		0.00		0.00	6,840.00				
	K.Meyer - Cons. Assist.(OT)	\$ 40.50	90	3,645.00	90	3,645.00		0.00		0.00	3,645.00				
	J.Carrol- Cons. Assist. (OT)	\$ 36.00	90	3,240.00	90	3,240.00		0.00		0.00	3,240.00				
Personnel Total			115,895.00	90	87,071.00	18,766.00	10,058.00	115,895.00						0.00	
B	K. Nelson- Exec. Dir. - 20.3%	\$ 17.26	354	6,110.04	204	3,521.04	100	1,726.00	50	863.00	6,110.04				
	I. Kogan- Project Manager - 20.3%	\$ 11.77	643	7,568.11	463	5,449.51	120	1,412.40	60	706.20	7,568.11				
	A. Arko - Program Spec. - 20.3%	\$ 7.92	154	1,219.68	98	776.16	24	190.08	32	253.44	1,219.68				
	S. Polgar - Cons. Prog. Spec. - 3.5%	\$ 1.51	415	626.65	385	581.35	30	45.30		0.00	626.65				
	K.Meyer - Cons. Assist. - 3.5%	\$ 0.95	495	470.25	415	394.25	40	38.00	40	38.00	470.25				
	J.Carrol- Cons. Assist. - 3.5%	\$ 0.84	375	315.00	375	315.00		0.00		0.00	315.00				
	Fringe Total			16,309.73		11,037.31	3,411.78	1,860.64	16,309.73						0.00
A+B Total Personnel + Fringe			132,204.73		98,108.31	22,177.78	11,918.64	132,204.73						0.00	
C Travel	\$ 0.535	2,800	1,498.00	2,450	1,310.75	175	93.63	175	93.63	1,498.00				0.00	
E	Supplies: Water quality monitoring			2,000.00		2,000.00		0.00		0.00	2,000.00				
	Supplies: Incidentals (e.g.batteries, waders, safety equipment)			1,000.00		1,000.00		0.00		0.00	1,000.00				
	Supplies Total			3,000.00		3,000.00		0.00		0.00	3,000.00				
F	Alnus Ecological			56,500.00		53,500.00		3,000.00		0.00	56,500.00				
	cbec			73,550.00		57,550.00		8,000.00		8,000.00	73,550.00				
	Trout unlimited			15,750.00		3,375.00		1,687.50		1,687.50	6,750.00		9,000.00		9,000.00
	State Parks-monitoring			100,000.00						0.00				100,000.00	100,000.00
	Construction contractor-TBD			1,993,782.48		943,782.48		0.00		0.00	943,782.48		1,000,000.00		50,000.00
Contractual Total			2,239,582.48		1,058,207.48		12,687.50		9,687.50	1,080,582.48				1,159,000.00	
H	Permit: Regional Water Quality Control Board 401 Certification			90,000.00		90,000.00					90,000.00				
	Permit: RWQCB 401 Post Construction Monitoring Fees			720.00				360.00		360.00	720.00				
	Permit: CA DFW Streambed Alteration Agreement			12,000.00		12,000.00					12,000.00				
	Permit: CEQA			2,500.00		2,500.00					2,500.00				
	Permit: San Mateo County Encroachment			1,000.00		1,000.00					1,000.00				
	Permit: Caltrans Encroachment			1,000.00		1,000.00					1,000.00				
	Permit: Grading Permit Exemption			7,500.00								7,500.00			7,500.00
	Permit/Other: Printing	\$ 65.00	20	1,300.00		1,300.00		0.00		0.00	1,300.00				
	Permit/Other :Postage			126.00		126.00		0.00		0.00	126.00				
	Other: Contingency @ 8% (calculated on direct cost NOAA total before contingency)			106,074.50		101,484.20		2,825.51		1,764.78	106,074.50				
Other Total			222,220.50		209,410.20		3,185.51		2,124.78	214,720.50				7,500.00	
I Total Direct Costs			2,598,505.71		1,370,036.74	38,144.42	23,824.55	1,432,005.71						1,166,500.00	
J Indirect @ 10% on Modified Total Direct Costs (not incl. contingency)			32,709.87		28,872.01	2,431.89	1,405.98	32,709.87							
K Total Direct and Indirect Costs			\$ 2,631,215.58		\$ 1,398,908.75	\$ 40,576.31	\$ 25,230.52	\$ 1,464,715.58	\$ 7,500.00	\$ 1,000,000.00	\$ 9,000.00	\$ 150,000.00	\$ 1,166,500.00		

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A. Personnel. The base rate consists of hourly wage and payroll taxes. Project Manager will be involved in all stages of the project including coordination, permitting, construction, staff allocation, reporting, contractor oversight, the bid process, post-construction monitoring, assisting with outreach, and ensuring reports and documentation are submitted to NOAA. Conservation Assistants will be biological monitors during construction and will assist with other permit compliance tasks as needed (e.g. collect water quality data, as required by permits). They will also be responsible for construction photo-monitoring. Overtime hours (1.5x rate) are included for biological monitoring during construction, which will occasionally exceed 8 hours per day. Conservation Specialist will assist with permitting and project coordination. Executive Director will be the project director, help negotiate permits, conduct outreach, and integrate with other efforts. Program Specialist will be responsible for grant administration, budget tracking, invoicing and reporting, bid document development, and prevailing wage compliance. Please see Section H for more information about staff time pertaining to permitting in our region.

B. Fringe Benefits. Full-time staff fringe is 20.3% of hourly wage and includes paid-time off, health and retirement benefits. Part-time staff fringe is 3.5% of hourly wage and includes sick-time and retirement benefits.

C. Travel. This is for 80 round trips from RCD office to project site, 35 miles, at the 2017 federal mileage reimbursement rate. The majority will be for biological monitoring and construction oversight.

D. Equipment. No equipment will be purchased for this project.

E. Supplies. Construction will require water quality monitoring (turbidity instrument and calibration solutions) and incidentals such as batteries, waders, and safety equipment. These expenses will be incurred in year 1.

F. Contractual

cbec eco-engineering, inc.: *Method of selection:* cbec was sole sourced because they have extensive experience in the project area, developed the project designs, and are working on compatible projects. *Description of Activities:* cbec will complete 100% designs, produce a Basis of Design Report, provide specifications for a construction contractor, assist with permitting and agency requests, provide bid-support to the RCD, oversee construction, create as-built design report that includes post-project cross section of the channel and topography of new marsh plain, and conduct post-project monitoring for two years. Accountability will be measured by successful and timely delivery of 100% final design planset, Basis of Design report, specifications for a bid package, and as-built report. Chris Hammersmark will be the lead.

Itemized Budget (36 months)

100% designs and Basis of design report, bid support, agency requests	\$ 10,000.00
Construction observation	\$ 27,050.00
As-builts	\$ 18,000.00
Monitoring	\$ 16,000.00
Project management	\$ 2,500.00
Total cbec eco-engineering, inc.	\$ 73,550.00

\$65,550 is required for complete designs, construction oversight, post-construction evaluation and monitoring, and project management. cbec produced the 30% designs, wrote the Solutions to Flooding Report, and has been working with the RCD's multi-agency advisory group since 2013. The cost for this contractor will be \$57,550 in year 1, \$8000 in year 2, and \$8000 in year 3.

Alnus Ecological: *Method of selection:* Alnus Ecological was approved by the RCD Board through a competitive selection process. Alnus has been extensively involved in the project development as well as related integrated projects and has a long history of working in Butano Creek and Pescadero.

Description of Activities: Jim Robins (Principal) will provide biological services for construction to include fish relocation, assist State Parks biologists with pre-construction biological surveying and flagging, support RCD during construction-related meetings with permitting agencies and contractor, provide "on-call" biological monitoring services for handling and relocating listed species, and assist with permit-required biological reporting. Accountability will be measured by successful and timely completion of pre-construction surveys, presence during construction, and completion of reports.

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Itemized Budget (24 months)

Permitting	\$ 20,000.00
Fish Relocation	\$ 6,500.00
Pre-construction services	\$ 7,000.00
Meetings	\$ 2,000.00
"on call" biological services	\$ 18,000.00
Biological reporting	\$ 3,000.00
Total	\$ 56,500.00

The size of the project area and the abundance of sensitive/ protected species will require pre-construction surveys for multiple species, daily biological monitoring during construction, and may also require multiple biological monitors, depending on location and types of activities. The cost of this contract will be \$56,500 in year 1, and \$3,000 in year 2.

Trout Unlimited (TU): Method of selection: TU was added to the budget for this project as a partner because of their statewide fisheries expertise and longstanding fisheries partnership with the RCD.

Description of Activities: California Science Director Dr. Rene Henery and Staff Scientist Natalie Stauffer-Olsen will provide technical consultation on appropriate biological objectives for the project to maximize benefits for fish populations and associated habitat and ecosystem conditions over the long-term, advise on approaches to project implementation that minimize impacts to fish populations during and immediately following construction, and advise on pre and post-project monitoring to track progress against objectives and associated adaptive management triggers and actions. The RCD Project Manager will have frequent communication with TU during the project period. Accountability will be measured by participation in meetings, field visits and direct feedback on documents.

Itemized Budget (36 months)

CA Science Director/ CA Staff Scientist – Salary and Fringe	\$ 5,000.00
Administrative overhead (15%)	\$ 750.00
Travel	\$ 1,000.00
Trout Unlimited Contract Total	\$ 6,750.00

TU has been a partner and advisor on this project and has extensive experience with similar projects. The cost of this contract will be \$3375 in year 1, \$1687.5 in year 2, and \$1687.5 in year 3.

TBD- Construction Contractor: Method of Selection: Competitive bid

Description of Activities: Implement construction as stated in engineer's 100% designs and specifications, comply with all state and federal permits, develop and implement the SWPPP, procure all necessary equipment as described in bid package. Accountability will be measured by the successful completion of construction per engineer's designs, compliance with regulatory and permit documents, SWPPP. Bid and performance bonds will ensure accountability.

Itemized Budget (5 months)

	Unit	Qty	Unit cost	Cost
Mobilization	Lump sum	1	\$ 45,494.00	\$ 45,494.00
Insurance/Bonding	Lump sum	1	\$ 22,747.00	\$ 22,747.00
Site Preparation	Lump sum	1	\$ 15,165.00	\$ 15,165.00
Health and Safety Plan	Lump sum	1	\$ 15,165.00	\$ 15,165.00
SWPPP	Lump sum	1	\$ 30,000.00	\$ 30,000.00
Dredging Butano Creek	CY	45000	\$ 30.00	\$ 1,350,000.00
Channel Clearing	LF	4000	\$ 25.00	\$ 100,000.00
Revegetation	Lump sum	1	\$ 50,000.00	\$ 50,000.00

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Road Improvement	Lump sum	1	\$ 16,450.00	\$ 16,450.00
Aggregate Base	CY	90	\$ 67.16	\$ 6,044.40
Subgrade Prep	SY	1042	\$ 10.00	\$ 10,420.00
Construction Contingency @ 20%				\$ 332,297.08
Construction Contractor Total				\$ 1,993,782.48

The budget for construction is based on current engineer estimates. The final budget for construction will be based on the most competitive bid. Total construction cost is \$1,993,782.48. NOAA construction budget: \$943,782.48. Total match construction cost: \$1,050,000.

G. Construction. See Contractual above.

H. Other The permit/regulatory fees are based on 2016 rates at time of proposal submission for the anticipated required permits for this project. Printing and postage are for required distribution of documents. The cost of permitting (and staff time for negotiating permits and interagency work) in coastal California, particularly San Mateo County, can be high because of the abundance and diversity of protected species and other resource protections. It is further complicated because of the conflicting needs of protected species and conflicting permit requirements, e.g. one agency requiring hand removal of vegetation and the other banning removal of vegetation. These are not insurmountable- the RCD has extensive experience navigating the complexity of permitting in our region- but it can be costly in terms of staff time to negotiate and prepare permits, consultant time, reports and studies required, permit fees, and extensive biological monitoring before and during construction.

Contingency-Because of the unknowns regarding permit requirements at this stage, contingency may be needed for staff time, required analysis or reports, or permit fees. The RCD is very familiar with permitting, and pre-consulted with agencies to develop the anticipated permit scope, and is confident the project will be permitted. Contingency will follow NOAA 2 CFR 200 and will only be used with prior approval from NOAA.

I. Total Direct Costs

Total Direct Costs:	Total	Year 1	Year 2	Year 3
Personnel	\$ 115,895.00	87071	18766	10058
Fringe	\$ 16309.73	11037.31	3411.78	1860.64
Travel	\$ 1,498.00	1310.75	93.63	93.63
Supplies	\$ 3,000.00	3000		
Contractual	\$ 1,080582.48	1058207.48	12687.50	9687.50
Other	\$ 214720.50	209410.20	3185.51	2124.78
Total Direct Costs:	\$ 1,432,005.71	1370036.74	38144.42	23824.55

J. Indirect Costs Indirect costs were calculated based on Modified Total Direct Costs, and include personnel, fringe, operating expenses, and up to \$25,000 of each contract. The indirect does not include contingency. The de minimus rate of 10% was used. Total indirect costs are \$32,709.87

K. Total Direct and Indirect Costs: \$1,464,715.58

L. Cost-Share San Mateo Resource Conservation District (RCD): \$7,500 Grading Permit Exemption Fee (in-kind). San Mateo County (SMC): Cash match, District Supervisor requested of Board of Supervisors. CA State Parks: \$50,000 cash match; \$50,000 topographic surveys (in kind) \$50,000 monitoring (in-kind). Trout Unlimited (TU): \$7,000 for in-kind staff time, \$1,000 for in-kind travel, and \$1,000 for in-kind materials and supplies.

The tremendous leverage of this project was not included in this proposal because of the complexity of allocating and quantifying the time and value of staff hours spent by resource agencies and other partners for the many leveraged efforts.