

SRRTTF Technical Track Work Group

DRAFT Meeting Notes

January 8, 2014 | 10:00am – 12:00pm

Department of Ecology

4601 North Monroe Street | Spokane, WA 99205-1295

Attendees:

BiJay Adams, Liberty Lake

Adriane Borgias, Ecology

Galen Buterbaugh, Lake Spokane Association

Mike Cannon, City of Spokane

Lisa Dally Wilson, Dally Environmental (*video conference*)

Jeff Donovan, City of Spokane

Aubri Denevan, Ruckelshaus (*video conference*)

Arianne Fernandez, Ecology

Doug Krapas, Inland Empire Paper

Bud Leber, Kaiser Aluminum

Dave Moss, Spokane County

Chris Page, Ruckelshaus (*video conference*)

Lynn Schmidt, City of Spokane

LimnoTech Memos

Comments needed from the TTWG by Friday, January 10 on memos. Bud Leber will send them to David Dilks at LimnoTech (LT) on Monday, so they could revise it by the posting date of Jan. 15 for the Jan. 22 meeting. They've incorporated what they've taken away from the Workshop.

ACTION ITEM: Review and comment on the memos by Jan. 10. Bud will send comments to LT on Jan. 13 to revise the documents by Jan. 15 for posting on the Jan. 22 Task Force meeting.

Work plan and other steps toward finalizing ACE/Ecology contract

The contract is written to be flexible with respect to deliverables and invoicing (monthly). It would be good to get this in place by the end of the month. The LT memos can be used to guide dollar amounts. Urban Waters can assist with some of the work or do related work. There is about \$75K for sampling and \$40K for other. Much of the work is relevant to the Spokane River. Ecology can provide training, equipment, and sampling (2 people) from Urban Waters, which could reduce some contracting costs.

ACTION ITEM: Lisa Dally Wilson to put together another version of the statement of work based on discussions and submit to Adriane Borgias.

CONSIDER: Adding \$ and tasks to numbers 2 and 3 on page 6.

Timeline for Development of RFP/RFQ et al toward Sampling

LT is scheduled to prepare draft Sampling Analysis Plan (SAP) and Quality Assurance Project Plan (QAPP) by January 15th. This may be delayed. They have all the information we have on QAPPs to write our own. Adriane suggests having Dale Norton look at the draft. How much to sample: 8 liters, 4 liters, how much? The QAPP should tell you that.

Schedule – When are we going to start sampling? Having one set of samples early to assess the confidence limits to see if the QAPP was appropriate (March). Then the first dry weather synoptic sampling event (August).

ACTION ITEM: submit comments to Bud Leber by Friday, January 10.

ACTION ITEM: Final versions to be posted for consideration of approval at January SRRTTF meeting.

ACTION ITEM: Bud Leber to confer with LimnoTech about schedule.

Proposed Schedule (needs to be aligned with SRRTTF meeting/approval schedule):

January 15th – 30th: LimnoTech to provide draft SAP and QAPP

February 1-March 30: Urban Waters to provide Confidence Testing sampling services, in accordance with SRRTTF procedures. The results will provide feedback into the QAAP.

February 26th: Approval of SAP/QAP

March: Data analysis and validation of confidence testing (LT)

March 19: TTWG develops RFP

March 26: RFP is approved by SRRTTF

April 15: RFPs sent to prospective contractors

May 15: Proposals received from contractors

May 28: Contractor(s) selected at SRRTTF meeting

July 1: Contract awarded

Aug 1: Sampling begins

Contracts needed for: sampling, analysis, and data validation. Sampling could be done by Ecology or contracted. Could also be combined with data validation. Lab analysis is relatively simple as there are only a few labs that qualify to be included.

ACTION ITEM: Arianne Fernandez and Adriane Borgias do draft an RFP for contract laboratory.

ACTION ITEM: Bud Leber to confer with LT to determine if they can do the data quality validation.

ACTION ITEM: Determine point of contact for the contracting process.

ACTION ITEM: Chris will put together a schedule and present it to the Task Force.

Status of Workshop Follow-Up Items

Sampling inquiry form – There have been two additional questions added since the workshop. They relate to gathering information from other people or entities, and the funding match question. At this time, Arianne would like to send it out again, asking that people respond by Jan. 17.

ACTION ITEM: Ruckelshaus Center to send out to TF distribution list and ask that list to send onto organizations that might be interested in assisting with sampling. Request return to Arianne Fernandez by January 24. Arianne to collate responses and report back to Task Force.

Sample inquiry form to have multiple uses:

- As part of the RFQ or prequalification for contracts

- To develop a database of qualified samplers

Upcoming Meetings:

- Next Full Task Force meeting is Jan. 22, 2014, 9am – 12:30pm at Spokane County Water Resources Center
- The next Tech Track Work Group meeting is Feb. 5 , 2014 from 10am – 12pm

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