

Northern Nevada Water Planning Commission

STAFF REPORT

DATE: January 31, 2019

TO: Chairman and Members, Northern Nevada Water Planning Commission (“NNWPC”)

FROM: Jim Smitherman, Water Resources Program Manager, Western Regional Water Commission (“WRWC”)

SUBJECT: Review, discussion, and possible recommendation to the WRWC for funding in an amount not to exceed \$120,000, from the Regional Water Management Fund (“RWMF”), over a three year period, to partially fund a contract for the Nevada Water Innovations Institute (“NWII”) to obtain professional services from a qualified consultant, including project management, for the Regional Category A+ Reclaimed Water Feasibility Study (“OneWater Nevada”); and, possible direction to staff.

SUMMARY

OneWater Nevada is a high-priority regional collaborative effort that has come about through the shared vision and leadership of local governing bodies, the NNWPC, the Regional Effluent Management Team (“REMT”), and the NWII.

OneWater Nevada leadership and project management have largely come from the REMT; however, recent and upcoming changes in the REMT participants have raised issues concerning continuity of leadership, and project management going forward. Most notably, Rick Warner, Washoe County Senior Engineer, intends to retire from Washoe County employment in February 2019. Mr. Warner stands out among the REMT participants, having shown exceptional leadership in initiating and continuing to drive forward OneWater Nevada and other related efforts. His retirement from Washoe County will create significant shortfall in OneWater Nevada leadership and project management.

The NWII shares the REMT’s concerns, and has requested local governing bodies, and the NWII Board of Advisors, to each consider providing partial funding for a contract to obtain professional services from a qualified consultant, for a period of three years, March 2019 through February 2022, to provide for continuity of OneWater Nevada leadership and project management. The WRWC Program Manager represents the NNWPC and WRWC on the NWII Board of Advisors, and concurs that this proposal offers a critical opportunity to provide continuing leadership and project management for OneWater Nevada.

The anticipated scope of work and budget are included in the attached “NWII Proposal.” The required funding will be provided through a combination of contributions for partial funding, not

to exceed \$40,000 each per year, from the WRWC, the Truckee Meadows Water Authority, the City of Reno, Washoe County, and possibly, private sector participants.

FISCAL IMPACT

If approved, the fiscal impact to the RWMF will not exceed \$120,000 over four Fiscal Years (“FY”): FY 2018–2019 (March-June), FY 2019-2020, FY 2020-2021 and FY 2021-2022 (July-February). Adequate budget authority exists in the FY 2018–2019 budget, located in Fund Group 766, Fund 7066, Account Number 710100, Professional Services, Cost Object WP310207.

RECOMMENDATION

Staff proposes that the NNWPC forward a recommendation to the WRWC for approval of the NWII Proposal, and funding in an amount not to exceed \$120,000 from the RWMF for FY 2018–2019 through FY 2021-2022, (March 2019 through February 2022), to partially fund the Proposal.

JS:jp

Attachment



University of Nevada, Reno

Nevada Water Innovation Institute Regional A+ Reclaimed Water Program Coordination Proposal

BACKGROUND

UNR's *Nevada Water Innovation Institute ("NWII")* is currently assisting the regional entities with several key initiatives: developing the treatment technologies to produce Category A+ reclaimed water suitable for groundwater recharge; developing a triple-bottom-line analysis for considering the benefits of developing Category A+ reclaimed water; developing regional effluent management master plan-level strategies; developing nitrogen control strategies for the Truckee Meadows Water Reclamation Facility ("TMWRF"); and developing storm water management programs with the Nevada Department of Transportation ("NDOT"), in conjunction with other Northern Nevada agencies.

The continued strength of these efforts and regional success can be enhanced by ensuring continuity of leadership as senior-level staff retire from employment at the regional entities. NWII, and its participating agencies and local governing bodies have expressed a desire to obtain professional services from a qualified consultant to continue providing leadership, strategic direction, agency coordination, outreach, and project management services for the regional efforts in the following:

- ***Regional Category A+ Reclaimed Water Feasibility Study Leadership and Development, and other critical issues, such as efforts supporting nitrogen control, stormwater management, and managed aquifer recharge.***

PROPOSAL

NWII requests that local governing bodies each consider providing funding for obtaining professional services from a qualified consultant, for the above purposes, for a period of three years. The required funding would be provided by local/regional governing bodies, and possibly private sector participants. The basis of the level of effort and budget is as follows:

Regional A+ Reclaimed Water Leadership, Development and Program Management – 16 hours per week; 832 hours annually.

- Starting approximately February 22nd, 2019 for a period of up to 3 years.
- Fee basis for consulting services is \$135 per hour in CY2019, with a 3% increase in each CY2020 and CY2021.

- This rate includes incidentals and any local travel related costs.
- UNR will contract with a qualified consultant selected by NWII, provided that consultant is named as the professional service provider in the contract(s) between UNR and the local/regional governing bodies providing funding.

Item	2019	2020	2021
Annual Cost - consulting services at \$135/hour and 16 hours/week (0.4 FTE)	\$112,320	\$115,690	\$119,160
UNR Facilities & Administration Costs (26%)	\$29,203	\$30,080	\$30,982
Funds Needed from Regional Agencies	\$141,523	\$145,770	\$150,142

Total Funds Needed from Local/Regional Governing Bodies for 3 Years = \$437,435

Local/regional governing bodies and private sector participants that have tentatively agreed to provide required partial funding, subject to Board approval as necessary, include: Truckee Meadows Water Authority (“TMWA”), Western Regional Water Commission, Washoe County, City of Reno, and Switch.

Task Description: Regional A+ Reclaimed Water Leadership, Development and Program Management

Task Objectives

- Leadership position to guide regional A+ development and success. This is particularly crucial as the current A+ feasibility study is progressing from “technology pilot studies” to field scale demonstration projects.
- Enhance the regional team’s leadership, credibility, legitimacy, inspiration, and project/program management capacities.
- Act as one of the A+ leaders and general program spokespersons as directed by regional agencies.
- Provide **OneWater Nevada** sector recognition, through engagement with professional organizations such as the Water Environment Federation, The Water Research Foundation, and WateReuse Association.
- Pursue outside funding on behalf of UNR and the regional participants from sources such as Bureau of Reclamation Construction Grants Program, The Water Research Foundation, National Science Foundation, and State of Nevada.
- Provide project management ensuring regional efforts are well coordinated, communicated, and documented. This includes development of communication plans, schedules, budgets, contract coordination, staff resource sharing agreements, and external communications.
- Assist agencies procure, construct, coordinate, operate, test, monitor, and report results for the field scale A+ demonstration projects.
- Under direction, represent agencies relative to A+ development with Nevada Division of Environmental Protection (“NDEP”), Health District and other regulatory agencies.

- Create a fully developed action plan and “A+ engineering report” for approval of NDEP.

Task Direction

- Direction and management of consultant on the performance of tasks will be provided by TMWA because of its increasing role and responsibility in field scale A+ demonstration projects. Periodic updates will be provided to representatives of the local/regional governing bodies at Effluent Management Team meetings. The agreements for funding by TMWA and other regional/local governing bodies shall contain the above condition.

Task Scope Examples

- Project Management
 - Monthly
 - Attend Regional Effluent Team Meetings (provide written updates, establish coordination, briefing on schedule, etc.).
 - Meet each regional agency staff for specific coordination and communication planning. Provide meeting agendas and written action items/responses.
 - Provide agencies with updated schedules, budgets, communication plans, and presentation calendars.
 - Provide a brief narrative on each major feasibility study task element (e.g. communications, regulatory, demonstrations, etc.). Prepare agendas, presentations, follow-up as needed.
 - Quarterly
 - Attend Regional “Effluent Directors Briefing”. Prepare agendas, presentations, follow-up as needed.
 - Provide agencies with updated schedules, budgets, communication plans, and presentation calendars.
 - Provide a brief narrative on each major feasibility study task element (e.g. communications, regulatory, demonstrations, etc.)
 - Every 4-6 months
 - In collaboration with agency staff, prepare and deliver A+ feasibility study presentations at regional agency councils, commissions, citizen/neighborhood boards, etc.
 - In collaboration with agency staff, update Washoe County Health District and NDEP staff. Prepare agendas, presentations, follow-up as needed.
- Technical Support
 - Assist agencies plan, specify, procure, set-up, test, monitor, and operate demonstration scale tests. Develop staffing plans for pilot and demonstration scale tests.
 - Assist City of Reno staff to plan and operate the RSWRF 2019 demonstration project.
 - Develop testing and monitoring plans with regional agencies, NDEP, Health District, agency/private laboratories, and UNR.
 - Assist agencies and UNR in developing staffing plans for demonstration-scale projects.
 - Support agencies in conceptual A+ implementation plans, for example, American Flat and Cold Springs.

- Communications Support
 - Assist Data Instincts and regional staff develop effective and timely external communication materials.
 - Assist regional agencies deliver key updates to public agencies and citizen groups.

- Regulatory Support
 - Organize, prepare materials, participate, and produce follow-up material and correspondence for Independent Expert Panel participation. Note: These will likely be needed about every 6 months as the regional agencies develop the field trials at RSWRF and CSWRF.

- Funding Support
 - Develop 2-3 external funding strategies coordinated with agencies. Examples include Water Commission, The Water Research Foundation, Bureau of Reclamation, NSF, etc.
 - Coordinate with local agencies for shared-resources plans including staffing and direct financial support.
 - Include funding strategies in project management reporting.

- Project Rationale Support
 - Assist agencies and UNR with continuous development of project rational and opportunity statements.
 - Example: currently there is recognition that **OneWater Nevada**, in addition to the A+ focus, could provide more examples of other sustainable water practices in the Truckee Meadows, including excellence of TMWRF operation and positive economic/environmental/regional impact.