

EXHIBIT A SCOPE OF WORK

The scope of work provided below are elements of the key program components that are directed by the Municipal Stormwater Permit. References to permit sections refer to the San Diego Region National Pollutant Discharge Elimination System (NPDES) Permit and Waste Discharge Requirements for Discharges from the Municipal Separate Storm Sewer System (MS4) Draining the Watersheds Within the San Diego Region (MS4 Permit) under Order No. R9-2013-0001, as amended by Order Nos. R9-2015-0001 and R9-2015-0100. The elements described below are implemented through the Carlsbad Watershed Management Area (CWMA) Water Quality Improvement Plan (WQIP) and City of San Marcos Jurisdictional Management Program (JRMP).

The MS4 Permit expired on June 27, 2018, but remains in effect under an administrative extension until it is reissued by the San Diego Water Board. The timeline for permit reissuance is currently unknown; however, it is the Co-permittees understanding that the process will likely continue through Fiscal Year (FY) 2028 and beyond.

It is understood that permit requirements may change with permit reissuance. A revised scope of work and fee may be needed to account for permit revisions. Any additional work or increase in costs may require an amendment to the agreement.

The City has not established a detailed project schedule. Proposers shall develop and submit a proposed schedule for completion of the Scope of Work that accounts for all permit-driven deadlines, milestones, and recurring annual requirements identified in the Scope of Work.

The proposed schedule shall identify anticipated work activities and deliverables by fiscal year (FY 2026-27 and FY 2027-28) and shall serve as the basis for the Consultant's cost proposal.

The cost proposal shall identify the not-to-exceed compensation and estimated hours for each task and shall allocate such costs and hours by fiscal year.

BASE TASKS:

Task 1 – EXISTING DEVELOPMENT PROGRAM

In accordance with the City's JRMP and the CWMA WQIP, fulfill the MS4 Permit Provision E.5 Existing Development Management. The City's existing development facility inventory includes approximately 1,000 industrial and commercial facilities, 53 municipal facilities, and 14 Residential Management Areas (RMAs). Municipal facilities include parks, fire stations, recreation centers, the Civic Center and the Public Works Yard. The RMAs are delineated by drainage basins and/or common development patterns.

Tasks include, but are not limited, to the following:

- Inventory review and updates.
- Assess facility, parcel, and/or RMA potential pollutants, threat to water quality, and prioritize for inspection.
- Develop inspection schedule consistent with MS4 Permit inspection requirements.
- Conduct facility inspections and/or driving patrols, assessing compliance with BMPs.
- Identification and immediate notification of illicit connections or discharges.
- Conduct follow-up inspections/patrols to evaluate corrective actions.
- Identify industrial facilities subject to the State Water Resource Control Board Industrial General Permit (IGP). Identify, compile, and report IGP non-filers to City Watershed Staff. Staff may direct to the consultant to report non-filers directly to San Diego Water Board staff.
- Establish database for inspection data (including inspection details, photos, reports, correspondence with facilities, and follow up site visits). Database must be available/viewable to City Watershed Staff.
- Upon direction of City Watershed Staff, prepare technical memorandums, procedures, inspection summary reports, map updates, and other support materials (e.g., fact sheets) related to the existing development program.

Task 2 – AGRICULTURAL FACILITY INSPECTION PROGRAM

Beginning in FY2023, the City Watershed Program initiated a standalone agricultural facility inspection program. Prior to this, agricultural facilities were inspected through the existing development program. An inventory of facilities and a specific inspection protocol have been established. The current inventory ranges from 15 to 20 facilities. Each facility in the inventory is inspected on an annual basis.

Tasks include, but are not limited, to the following:

- Inventory review and updates.
- Develop inspection schedule and conduct agricultural facility inspections following the inspection protocol. Identification and immediate notification of illicit connections or discharges.
- Conduct follow-up inspections to evaluate corrective actions.
- Identify agricultural facilities subject to the San Diego Water Board General Agricultural Order. Identify, compile, and report non-filers to City Watershed Staff. Staff may direct to the consultant to report non-filers directly to San Diego Water Board staff.
- Establish database for inspection data (including inspection details, photos, reports, correspondence with facilities, and follow up site visits). Database must be available/viewable to City Watershed Staff.
- Upon direction of City Watershed Staff, prepare technical memorandums, procedures, inspection summary reports, map updates, and other support materials (e.g., fact sheets) related to this program.

Task 3 – STRUCTURAL BMP PROGRAM (SBMP)

In accordance with the City's JRMP and the CWMA WQIP, fulfill MS4 Permit Provision E.3.e Priority Development Project BMP Implementation and Oversight. The City's current inventory includes 207 development sites with a total of approximately 1,877 SBMPs.

Task 3A – SBMP Self-Verification Program

Coordinate and implement the City's annual SBMP self-verification operation and maintenance program.

Tasks include, but are not limited, to the following:

- Review current SBMP inventory and coordinate with City Watershed staff prior to program commencement.
- Prepare and distribute correspondences to responsible parties to initiate the verification program. Notices are sent with an initial compliance date of October 31st.
- Establish database to track and review verification submittals. Database must be available/viewable to City Watershed staff.
- Verify received submittals adequately documents SBMP maintenance has been completed. Follow up with responsible parties that submit inadequate documentation.
- Follow up and correspond with responsible parties for outstanding submittals.
- Coordinate with City Watershed staff on non-compliant sites referred for enforcement actions.
- Provide periodic updates to City Watershed staff on project status via meetings and/or written updates.
- Distribute relevant program data for annual reporting purposes.

Task 3B – SBMP Inspection Program

Conduct annual SBMP inspections in accordance with MS4 Permit Provision E.3.e(3) and as defined by the City's JRMP.

Tasks include, but are not limited, to the following:

- Review current SBMP inventory and coordinate with City Watershed staff to confirm/update the list of high priority designated sites and any other sites in need of an inspection.
- Conduct SBMP inspections to verify that they are adequately maintained and continue to operate effectively to remove pollutants in stormwater.
- Establish database for inspection data (including inspection details, photos, reports, correspondence with responsible parties, and follow up site visits). Database must be available/viewable to City Watershed Staff.

- Coordinate with responsible parties on SBMP inadequacies observed during inspections. Communicate corrective actions to RP and perform any necessary follow-up including re-inspections.
- Coordinate with City Watershed staff on non-compliant sites referred for enforcement actions.
- Provide periodic updates to City Watershed staff on project status via meetings and/or written updates.
- Distribute relevant program data for annual reporting purposes.

Task 3C SBMP Inventory Update

Update the City's SBMP inventory at a minimum monthly based on outcomes from the SBMP self-verification and inspection programs. Database must be available/viewable to City Watershed Staff. In addition, the City may periodically request to field verify and/or update SBMP GIS data through a City developed ArcGIS field map.

Task 4 – MONITORING PROGRAMS

Task 4A - Dry Weather MS4 Outfall Discharge Field Screening Monitoring

Conduct Dry Weather MS4 Outfall Discharge Field Screening Monitoring as described in the "CWMA MS4 Outfall Monitoring Plan" (Monitoring Plan) and in accordance with MS4 Permit Provisions D.2.b.(1) and D.2.a.(2).

Tasks include, but are not limited to, the following:

- Review current inventory and coordinate a meeting with City Watershed staff prior to the start of field work to confirm program logistics.
- Conduct Dry Weather MS4 Outfall Discharge Field Screening Monitoring at 80 percent of the City's 77 major MS4 outfalls two times per year during defined dry weather conditions. Monitoring must be completed no later than September 30, annually.
- Collect required data and perform data QA/QC review.
- Compile and format the data utilizing the MS4 Outfall Dry Weather Monitoring Data Sharing sheet and submit the data in a CEDEN-compatible format to City Watershed staff and to the Carlsbad Watershed Management Area (CMWA) monitoring consultant and/or CWMA Coordinator for watershed assessment purposes and annual report fulfillment.
- Perform major outfall inventory updates as needed.
- Perform major outfall and outfall drainage area GIS updates as needed.
- Present program findings/updates to City Watershed staff via interactive meeting.

Task 4B - Non-Storm Water Persistent Flow MS4 Outfall Discharge Monitoring

Conduct non-storm water persistent flow MS4 outfall discharge monitoring as described in the “CWMA MS4 Outfall Monitoring Plan” (Monitoring Plan) and in accordance with MS4 Permit Provisions D.2.b.(2)(a) – D.2.b.(2)(e).

Tasks include, but are not limited to, the following:

- Conduct non-storm water persistent flow MS4 outfall discharge monitoring semi-annually at the five highest priority major MS4 outfalls with non-storm water persistent flows. Monitoring must be completed no later than September 30, annually.
- Provide Data QA/QC and data review to determine whether the data quality objectives have been met, and whether appropriate corrective actions have been taken where necessary.
- Compile, format and submit the data to the City in a CEDEN-compatible format and to the CWMA monitoring consultant and/or CWMA Coordinator for watershed assessment purposes.
- Present program findings/updates to City Watershed staff via interactive meeting. Compare the results to Numeric Action Levels (NALs) according to provision C.1. of the MS4 Permit, and work with the City to determine if any reprioritization of its highest persistent flow MS4 outfalls is necessary based on the criteria in the MS4 Permit.

Task 4C – Upstream Source Investigation and Elimination Activities

Based on the results of Task 7A and B, perform additional upstream investigations to identify and eliminate sources of flow and pollutants at both highest priority persistent flow outfalls and other routine priority outfalls with observed flows. Upstream investigations of selected non-highest priority persistent flow outfalls should be based on the flow rates observed during routine monitoring, with historical flow rates and the downstream receiving waterbodies also taken into consideration. Investigations should include an analysis of groundwater and/or other non-MS4 sources that potentially contribute to persistent flows and/or elevated pollutant levels. Based on analytical results determined under Task 7B, additional outfall monitoring may be requested.

Tasks include, but are not limited to, the following:

- Coordination with City staff to select outfalls for upstream investigations.
- Conduct upstream investigations/observation patrols for selected outfalls/outfall drainage areas.
- Perform additional monitoring for selected outfalls based on City Watershed staff direction.
- Present initial findings to City Watershed staff via interactive meeting.
- Prepare a technical report summarizing investigations/outcomes. This report will be included as part of the WQIP annual report.

Task 5 – BRADLEY PARK (FORMER LANDFILL) OVERSIGHT

The City of San Marcos, with collaboration with the County of San Diego, are required to implement directives set forth in the Corrective Action Monitoring and Reporting Program Order No. R9-2010-0123

for the Bradley Park Landfill. The City is responsible for the evaluation of general site conditions/maintenance, BMP implementation, post closure land uses, landfill gas monitoring for onsite structures, and surface water monitoring. The County of San Diego is responsible for groundwater and landfill gas monitoring. The County of San Diego provides a separate report to the City and the City compiles a single final report and submits it to GeoTracker. Order No. R9-2010-0123 and other related project information related to the tasks below are provided at [GeoTracker](#).

Tasks include, but are not limited to, the following:

- Review current BMP Plan, provide recommendations, and update the plan as needed.
- Schedule and conduct quarterly site inspections in conjunction with the County of San Diego Local Enforcement Authority (LEA) quarterly inspections to evaluate site conditions, BMP implementation, and verify that methane monitors for onsite structures are working properly. Provide appropriate pre-inspection notifications.
- Conduct quarterly methane monitoring for the abandoned concession stand located onsite. In 2022, the County LEA approved the request to omit the concession stand from continuous methane monitoring and implement quarterly monitoring due to the lack of a power supply to the structure.
- Implement semi-annual surface water grab sample monitoring within the channel that bisects the park. Three monitoring locations (OSMP-1 through OSMP-3) are monitored if water is present in these locations. Required monitoring parameters are provided in Order No. R9-2010-0123.
- Lab coordination and sample result analysis.
- Prepare semi-annual and annual reports per the reporting schedule provided in Order No. R9-2010-0123.
- Per the request of City Watershed staff, implement the components of the project specific health and safety plan for post-closure projects involving excavation activities. The main components of the health and safety plan is to conduct methane monitoring during excavation activities and to monitor if any waste is encountered. Provide a summary of outcomes via email to City Watershed staff.

Task 6 – CONSULTANT COST REPORTING

Per the Statewide Cost Reporting Policy, Phase I and Traditional Phase II MS4 Permittees are required to submit their first cost report with the FY2026-2027 Annual Report. The anticipated due date for this annual report is January 31, 2028.

One of the cost reporting line items includes consultant or contractor services used by individual Permittees. Provide the necessary cost information to City Watershed staff for categories where work was performed and costs were incurred. Estimate the fraction of the contract amount that is spent addressing each of the cost categories. The deliverable will be presented in a format compatible with the CASQA Cost Reporting Tool and the State's Guidance Document and Data Portal. Cost information will be required by October 1st of each year to be included in the respective annual report.

Task 7 – MONTHLY STATUS MEETINGS

Coordinate monthly meetings with City Watershed staff to provide status of ongoing and future work for work tasks/projects. These meetings are anticipated to be as-needed and may not be required every month or may occur at alternative intervals.

Task 8– ANNUAL WORK PLAN AND BUDGET PREPARATION

Prepare a fiscal year work plan and budget estimate to include all work anticipated for the following fiscal year. The budget document should break down the cost by tasks. The anticipated schedule for the deliverable is by the end of January each year; however, the consultant will coordinate with City Watershed staff on a specific deliverable schedule.

OPTIONAL SUPPORT TASKS (Tasks listed below shall be provided by Consultant on an as-needed basis by request of City and shall require prior approval in writing by City prior to start of work):

Task 9 – CONSTRUCTION PROGRAM

In accordance with the City's JRMP and the CWMA WQIP, fulfill the MS4 Permit Provision E.4 Construction Management. The City's existing construction site inventory ranges between 15-20 projects throughout a given fiscal year.

Tasks include, but are not limited, to the following:

- Inventory review/update, assess site potential pollutants, threat to water quality, and prioritize for inspection.
- Develop inspection schedule consistent with MS4 Permit requirements.
- Conduct site inspections, assessing compliance with BMPs.
- Identification and immediate notification of illicit connections or discharges.
- Conduct follow up inspections to evaluate corrective actions.
- Establish database for inspection data (including inspection details, photos, reports, correspondence with facilities, and follow up site visits). Database must be available/viewable to City Watershed Staff.
- Upon direction of City Watershed Staff, prepare technical memorandums, procedures, inspection summary reports, map updates, and other support materials (e.g., fact sheets) related to this program.

Task 10 – TRASH REDUCTION PROGRAM

Pursuant to Order R9-2017-0077 (Trash Amendments), the City submitted intent to the San Diego Water Board to pursue compliance Track 2 (install, maintain, and operate any measure of controls that demonstrate Full Capture System Equivalency, FCSE) and the subsequent Implementation Plan

to comply with the requirements of the Trash Amendments. The City has recently updated its Trash Implementation Plan. Strategy implementation and data collection/aggregation are ongoing.

Tasks include, but are not limited to, the following:

- Coordinate with City Staff to complete OVTA monitoring of Priority Land Uses (PLUs). Updates to PLUs GIS layer may be necessary.
- Provide consultation and suggestions on current and/or newly identified strategies to demonstrate FCSE.
- Draft technical memos related to Trash Amendments related to special studies, as requested.
- Coordinate with City Watershed staff to draft an annual report per Trash Amendments requirements.

Task 11 – CONTINUOUS FLOW MONITORING

As an optional task, conduct continuous flow monitoring at selected outfalls based on City Watershed staff direction. City Watershed staff may request patrols of outfall drainage areas for monitored outfalls during observed peak flows to identify potential sources contributing to high flow rates.

Tasks include, but are not limited to, the following:

- Coordination with City Watershed staff to determine outfalls for continuous flow monitoring.
- Review of collected data to date.
- Equipment installation/maintenance in selected outfalls.
- Per the direction of City Watershed staff, conduct observation patrols within drainage areas of outfalls.
- Present initial findings to City Watershed staff via interactive meeting.
- Develop technical report summarizing data.

Task 12 – DEVELOPMENT PLANNING PROGRAM

Tasks include, but are not limited to, the following:

- Review the City of San Marcos BMP Design Manual and provide updates/revisions based on coordination with the City's Watershed and Land Development program staff.
- Attend the San Diego Stormwater Copermittees Land Development Workgroup meetings on behalf of the City of San Marcos. Provide a summary of the meeting and any required action items to City Watershed staff via email and/or interactive meeting.

Task 13 – ILLICIT DISCHARGE/ISSUE RESPONSE PROGRAM

This program has been developed in part to fulfill MS4 Permit Provision E.2 Illicit Discharge Detection and Elimination. This program includes the investigation and research of stormwater concerns

identified during patrols/inspections/investigations and/or reported by City staff or by the public. These concerns may include illicit discharges, illicit connections, and/or BMP implementation deficiencies.

Tasks include, but are not limited to, the following:

- General support to respond and investigate reported issues/concerns.
- Perform research to identify the issue and to determine the possible corrective action.
- Coordination and data distribution to City Watershed staff.

Task 14 – PUBLIC EDUCATION/PARTICIPATION & STAFF TRAINING

In accordance with the City's JRMP and the CWMA WQIP, coordinate with the City to fulfill MS4 Permit Provision E.7 Public Education and Participation.

Tasks include, but are not limited to, the following:

- Update and/or develop material that complies with Provision E.7 requirements, supports WQIP strategies and goals, and JRMP programs.
- Develop annual staff training materials for online use or in person training. Specific training materials will be developed with coordination of City Watershed staff based on the City Department/Division.
- Provide support/participation for outreach events.

Task 15 – WATER QUALITY IMPROVEMENT PLAN (WQIP) STRATEGY AND GOAL ASSESSMENT

This task includes an evaluation of City strategies and goals established under the current Carlsbad Watershed Management Area WQIP.

Tasks include, but are not limited to, the following:

- Review September 2021 Revision of CWMA WQIP and subsequent WQIP annual reports. These documents are located at [Carlsbad – Project Clean Water](#).
- Evaluate current City implemented strategies and wet/dry weather goals established for the Upper San Marcos Hydrologic Area.
- Provide suggestions of potential tasks/work efforts to support strategies and goal implementation.
- Provide recommendations to remove or alter strategies that are not effectively supporting goal achievement.

Task 16 – JURISDICTIONAL MANAGEMENT PLAN (JRMP) UPDATES

Review the City's current JRMP document, which is available at [Forms & Applications | City of San Marcos, California](#). Provide recommendations for JRMP section updates/revisions. Based on City concurrence on recommendations, update the JRMP document accordingly and provide a deliverable to City Watershed staff.

Task 17 – COST REPORTING ANNUAL REPORT COMPILATION SUPPORT

In addition to completing base Task 6, assist City Watershed staff with the overall compilation of the annual cost report per the Statewide Cost Reporting Policy. The first report is due as part of the FY2026-2027 annual report that is anticipated to be submitted by January 31, 2028.

Tasks include, but are not limited to, the following:

- Coordinate with City Watershed Staff to request and obtain required cost information from City Departments and contractors.
- Populate data for relevant tabs under the CASQA Cost Reporting Tool that will be used to enter data into the State's Data Portal.
- Review information entered by City staff into the Reporting Tool and perform a quality assurance/quality control review for accuracy.
- Provide recommendations to streamline and/or approve cost reporting processes and procedures.