

EXHIBIT A – SCOPE OF WORK

1. Contracts and Permits.

- 1.1 Grantee shall document steps taken in soliciting and awarding any contracts to perform grant work and submit such documentation to the Grant Manager for review prior to contract award. Grantee shall provide Grant Manager with a copy of the awarded contract. Grantee shall document all contractor activities and expenditures in progress reports.
- 1.2 No work that is subject to California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA) may proceed under this Agreement until documents that satisfy the CEQA/NEPA process are received by the Grant Manager.
- 1.3 Grantee shall secure all required permits for project work. No work that is subject to permitting may proceed under this Agreement until documents that satisfy the permitting process(es) are received by the Grant Manager.

2. Quality Assurance Project Plan

- 2.1 Prepare and maintain a Quality Assurance Project Plan (QAPP). The QAPP must be approved by the RWQCB or SWRCB's QA Officer prior to implementation of any sampling or monitoring activities. No monitoring may occur prior to QAPP approval. Any costs related to monitoring data collected prior to and not supported by the approved QAPP will not be reimbursed.

3. Work To Be Performed:

3.1 Water Quality and Flow

- 3.1.1 Develop a Sampling Plan in accordance with an approved QAPP that will govern all water quality and flow monitoring in the Buck Gully and Lake Forest monitoring areas. Submit the Sampling Plan to the Grant Manager for approval.
- 3.1.2 Perform water quality and flow monitoring according to the approved Sampling Plan.
- 3.1.3 Create an integrated database that includes all data collected from the water quality and flow monitoring collected in the Buck Gully and Lake Forest monitoring areas. Submit the water quality and flow monitoring database to the Grant Manager.
- 3.1.4 Develop and submit a draft report that summarizes all water quality and flow monitoring data gathered under the approved Sampling Plan. The Draft Report shall include baseline information, pre- and post-data, summary tables for all analytes, and graphs for selected analyses. Submit the Draft Report to the Grant Manager for review.
- 3.1.5 Revise the Draft Report based on comments received from the Grant Manager, and submit a Final Report to the Grant Manager for approval.

3.2 Marketing of the ET Controllers

- 3.2.1 Develop marketing materials to ensure sufficient participation and to outline eligibility criteria for installation of one thousand to five thousand (1,000 - 5,000) reimbursed or installed Evapotranspiration (ET) Controllers. To qualify for reimbursement, participant sites must include a single-family home or small commercial site with a minimum of one thousand two hundred (1,200) square feet of landscaped area, have a pre-existing automatic irrigation system, and a maximum twenty-four (24) stations.

- 3.2.2 Develop a program announcement/invitation for participation. The participation invitation will be mailed to potential program participants following the selection criteria identified in 3.2.1. The invitation will highlight the benefits of the project in order to maximize interest and participation in the project.
- 3.2.3 Pre-qualify single-family and small commercial accounts, and when available, obtain square footage of each potential participant using account information from the local water retailers.
- 3.2.4 Conduct a pre- and post-monitoring survey for all participants in the two (2) monitoring areas (Buck Gully and Lake Forest). At the time of participation, the pre-survey will be filled out by the participant and databased by the Reimbursement Consultant.
- 3.2.5 Develop a Draft Report that details the challenges and successes of the marketing campaign and the results of the pre- and post-monitoring and submit to the Grant Manager for review.
- 3.2.6 Revise the Draft Report based on comments received from the Grant Manager, and submit a Final Report to the Grant Manager for approval.

3.3 ET Irrigation Controller Reimbursement and Installation

- 3.3.1 Implement a distribution/installation program that utilizes a reimbursement format for between one thousand to five thousand (1,000 - 5,000) ET Irrigation Controllers in the two (2) monitoring sites and throughout the Orange County Area.
- 3.3.2 Using research compiled from several sources, including a technical review spreadsheet, identify a short list of ET Controllers manufacturers that include features that will maximize runoff reduction and potable water savings. All qualified ET Controllers will utilize either real-time or historical ET for programming run times.
- 3.3.3 Develop a program utilizing a reimbursement format. Reimbursements will be issued to those participants who have purchased and installed a qualified ET Controller.
- 3.3.4 Produce a two (2)-part application that will capture site-specific data. As part of the pre-qualifying component of the program, participants will fill out the first part consisting of contact information, demographic information, home and parcel size information, and irrigation equipment information. The second part will be completed during a site visit from a customer service/installation verification technician who will validate all information on part one (1) of the application and complete all paperwork.
- 3.3.5 Establish a follow-up site visit component of the project to ensure that one hundred percent (100%) of the installed ET Controllers is programmed correctly.
- 3.3.6 Issue reimbursements.
- 3.3.7 Submit a draft Distribution/Installation Reimbursement Report to the Grant Manager for review.
- 3.3.8 Revise the Draft Report based on comments received from the Grant Manager, and submit a Final Report to the Grant Manager for approval.

3.4 Educational Program

- 3.4.1 Implement an educational program that informs participants of landscape maintenance practices that are environmentally sensitive.
- 3.4.2 Develop the ET Irrigation Controller Program Packet that will be distributed to each program participant who received an ET Irrigation Controller.
- 3.4.3 Coordinate and conduct a series of monthly half-day Protector del Agua training sessions focusing on irrigation system maintenance and proper landscape cultural practices for those participants who install an ET Controller.
- 3.4.4 Coordinate and conduct local creek tours led by local environmental stakeholder organizations. The creek tours will educate residents of the impacts that urban runoff has on the natural environment and how direct participation in the program will improve the environment.
- 3.4.5 Submit a draft Education Report to the Grant Manager for review.
- 3.4.6 Revise the draft Education Report based on comments received from the Grant Manager, and submit a Final Report to the Grant Manager for approval.

SCHEDULE OF WORK TO BE PERFORMED AND SUBMITTALS

	WORK AND SUBMITTALS	DUE DATE
1	CONTRACTS AND PERMITS	07/01/04
1.2	CEQA/NEPA Documentation	07/01/04
1.3	Permits	07/01/04
2	QUALITY ASSURANCE PROJECT PLAN	07/31/04
2.1	QAPP	07/31/04
3	WORK TO BE PERFORMED	
3.1	WATER QUALITY AND FLOW MONITORING	
	3.1.1 Sampling Plan	07/31/04
	3.1.3 Water Quality and Flow Monitoring Database	12/31/06
	3.1.4 Draft Report Summarizing all Data Collected	12/31/06
	3.1.5 Final Report Summarizing all Data Collected	2/1/07
3.2	MARKETING OF ET CONTROLLERS	
	3.2.5 Marketing Draft Report	10/1/06
	3.2.6 Marketing Final Report	12/31/06
3.3	ET CONTROLLERS REIMBURSEMENT AND INSTALLATION	
	3.3.7 Draft Distribution/Installation Reimbursement Report	12/31/06
	3.3.8 Final Distribution/Installation Reimbursement Report	2/1/07
3.4	EDUCATIONAL PROGRAM	
	3.5 Draft Education Report	12/01/06
	3.6 Final Education Report	1/1/07
	OTHER SUBMITTALS	
•	PROGRESS REPORTS	10/10/04 /Quarterly Thereafter

•	ASSESSMENT AND EVALUATION PLAN	07/31/04
•	FINAL PROJECT REPORT	03/31/07