

AGENDA ITEM FOR ADMINISTRATIVE MEETING ( ) Discussion only  
( X ) Action

FROM (DEPT/ DIVISION): Planning Department

SUBJECT: DEQ Support Request

<p>Background: Umatilla County serves as a member Lower Umatilla Basin Groundwater Management Area (LUBGWMA) committee. The LUBGWMA committee appointed a sub-committee to explore working with an engineering firm to develop a proposal that would assist the committee with preparing a solicitation for solutions that would improve groundwater nitrates in the LUBGWMA. The subcommittee (commissioners and staff from Morrow and Umatilla Counties) have received a proposal from HDR Engineering. The proposal includes a site visit with HDR on 05/05/23 and development of a roadmap and/or solicitation. In order to simplify the contracting process, this request is for Umatilla County to serve as the client and fiscal agent for the first phase of the project, and create a program budget (\$15,000) dedicated to initial tasks associated with LUBGWMA solutions.</p>	<p>Requested Action: Approve initial contract with HDR and create Program #1032 dedicated to initial tasks associated with LUGBWMA solutions.</p>
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ATTACHMENTS: HDR Proposal

Date: ( 05/02/23 ) Submitted By: Robert Waldher, Community Development Director

\*\*\*\*\*For Internal Use Only\*\*\*\*\*

Checkoffs:

- ( ) Dept. Head (copy)
- ( ) Human Resources (copy)
- ( ) Fiscal
- ( ) Legal (copy)
- ( ) (Other - List:)

To be notified of Meeting:  
Robert Waldher

Needed at Meeting:

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Scheduled for meeting on: May 4, 2023

Action taken:

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Follow-up:



May 2, 2023

Lower Umatilla Basin Groundwater Management  
Area Committee  
c/o Dan Dorrان, Chairman  
Umatilla County Board of Commissioners  
216 SE 4<sup>th</sup> Street  
Pendleton, OR 97801

Via email: [dan.dorrان@umatillacounty.gov](mailto:dan.dorrان@umatillacounty.gov)

*Subject: Letter Proposal for Lower Umatilla Basin Groundwater Management Area (LUBGWMA) Initial Coordination and Alternative Analysis.*

Dear Commissioner Dorrان:

Thank you for reaching out to HDR Engineering, Inc. (HDR) regarding the need to identify actions to reduce groundwater nitrate concentrations to less than 7 mg/L throughout the management area resulting in the repeal of the declaration of Groundwater Management Area via Oregon Revised Statute (ORS) 468B.188.

HDR understands that you are requesting our presence at the upcoming LUBGWMA Committee meeting on Friday, May 5<sup>th</sup> at 11:00 am Pacific Standard Time. The meeting is likely to be held at the Port of Morrow in Morrow County, Oregon. HDR further understands that the LUBGWMA Committee is looking for assistance with the development of near-term and ultimately long-term actions to reduce nitrate concentrations in groundwater.

The paragraphs below describe HDR's attendance at the LUBGWMA Committee meeting and first steps to support the LUBGWMA Committee's need to identify near-term actions.

## **SCOPE OF WORK**

### **Task 1 – Committee Meeting**

HDR members, Jerry Otto, Senior Water Resources Project Manager (Boise), Andrew John, Senior Environmental Compliance Lead (Boise) and Paul Worrlein, Oregon Dams, Levees and Civil Work Lead (Portland) will attend the LUBGWMA Committee meeting at the Port of Morrow on Friday, May 5<sup>th</sup> at 11:00 am Pacific Standard Time.

HDR's primary role will be listen to and note the Committee member's concerns to gain a better understanding of the current needs and challenges.

#### Assumptions:

- Two HDR staff members from Boise office and one from Portland office will attend.

- Boise participants will arrive Thursday evening and participate in a site tour conducted by the Committee on Friday morning, prior to the Committee meeting. The Committee meeting will be held at the Port of Morrow Riverfront Center, 2 Marine Drive NE, Boardman, OR 97818.
- HDR Boise participants will be available for a site tour at 8am on Friday, May 5, prior to the Committee meeting.

## **Task 2 – Existing Data Analysis and Roadmap Statement of Work**

HDR’s current understanding is that there have been no significant reductions in nitrate levels since the Lower Umatilla Basin was declared a Groundwater Management Area in 1990. However, monitoring of nitrate levels within domestic water wells by multiple State agencies as well as a series of analytical reports recording and describing observed trends have been published since this time.

HDR reviewed *the Second Lower Umatilla Basin Groundwater Management Area Local Action Plan* published October 28, 2020, also referred to as the Second LUBGWMA Action Plan. Further review of this plan is needed along with previous studies referenced within the plan, analysis of the existing data containing well testing results, geologic, and hydrogeologic data (e.g. post-doctoral research being conducted by Oregon State University). This task would develop a detailed statement of work representing the level of effort to create a new or revised strategy (Roadmap) to support the Second LUBGWMA Action Plan. This Roadmap will:

1. Examine baseline monitoring requirements that are statistically appropriate and readily available to demonstrate improvements throughout the LUBGWMA.
2. Identify legitimate opportunities and pathways for pilot-scale implementation of cost-effective nitrate reduction measures within the LUBGWMA. If effective these could be implemented on a larger scale.
3. Assist the LUBGWMA Committee with identifying Federal and State funding opportunities to support implementation of planning and solution-oriented projects.
4. Develop an agreed-to prioritized approach by DEQ and the LUBGWMA Committee reach a sustained reduction in nitrate levels and subsequent repeal of the declaration of Groundwater Management Area.

The Roadmap will be a living document supporting the existing Action Plan strategies and would ultimately identify actionable and phased implementation of nitrate reduction measure projects and additional monitoring needed to support future project implementation strategies. As a living document, the Roadmap would need to be reviewed annually and updated as needed based on observed nitrate reduction effort successes and changes to Action Plan strategies.

In addition, the statement of work will address HDR’s support in the development of a request for proposal/solicitation. The solicitation would be developed with the intent of procuring a qualified consultant charged with identifying and developing innovative solutions to reduce or

eliminate nitrate concentrations within the LUBGWMA and to provide planning level costs for the nitrate reduction actions. Further, the statement of work will identify the HDR's effort to assist the LUBGWMA committee in the solicitation process, reviewing the proposed strategies and project costs, and providing recommendations to the committee.

HDR proposes to develop a statement of work that identifies the effort required to establish the framework needed to build the initial Roadmap and develop a solicitation to procure a consultant to provide innovative solutions and planning-level costs for actions to reduce nitrate levels in the LUBGWMA.

Deliverables:

- Detailed Statement of Work

Assumptions:

- Statement of Work will be completed in sequential tasks and will be phased to meet client's timeline and fiscal calendar
- Previous data collection information will be provided to HDR in electronic format, preferably in ArcGIS shapefile format

Client Responsibilities:

- Provide the details of the ultimate contracting entity (who is the client?)
- Provide any additional reports and information that is not publicly available on their website

**SCHEDULE**

HDR assumes they will receive notice to proceed prior to the May 5, 2023 meeting. Attendance at this meeting will complete Task 1. The statement of work developed in Task 2 will be transmitted to the Client within four weeks of completing Task 1.

**ESTIMATED COSTS**

HDR proposes to perform Task 1 and Task 2 on a lump sum basis for a fee of \$12,500.00. Estimated initial budgets to complete the defined scopes of work are broken out in Table 1 below. Invoices will generally be sent monthly when work is performed.

**Table 1**

<b>Task 1 – Committee Meeting/Site Visit</b>	<b>\$ 6,700.00</b>
<b>Task 2 – Data Analysis/Roadmap SOW</b>	<b>\$ 5,800.00</b>
<b>Total:</b>	<b>\$ 12,500.00</b>

**AGREEMENT**

If this proposal meets with your approval, please sign and return the attached Master Service Agreement and Task Order 1, which references this letter proposal.

We appreciate the opportunity and look forward to working with you on this project. Please contact Jerry Otto, [jerry.otto@hdrinc.com](mailto:jerry.otto@hdrinc.com) or (208) 867-7928 with any questions.

Respectfully submitted,

**HDR ENGINEERING, INC.**

By \_\_\_\_\_

Jerry L. Otto, P.E.  
Sr. Water Resources Project Manager

By \_\_\_\_\_

Tracy Ellwein, P.E.  
Vice President,  
Oregon Area Manager

**ACCEPTED:**

**UMATILLA COUNTY**

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Daniel N. Dorrان, Chair  
Board of Commissioners