



June 26, 2005

Henrietta Stern, Project Manager  
5 Harris Court, Bldg G  
P.O. Box 85  
Monterey, CA 93942-0085

Dear Ms. Stern,

Attached you will find the Scope of Work for the Permitting Assistance contract between IDias Consulting and the District for Fiscal Year 2005-2006. The list of consultant tasks is unchanged from previous year. As you indicated, the amount budgeted for the fiscal year has been reduced to \$12,500.

Thank you for the opportunity to aid District staff and yourself for a third year.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Mark Dias".

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Mark Dias, Owner  
d/b/a IDias Consulting



## **SCOPE OF WORK**

### **Water Distribution System Permitting Assistance**

**July 1, 2005 through June 30, 2006**

Per the proposed Contract Amendment, IDias Consulting shall be retained for the period July 1, 2005 through June 30, 2006 (as funds are available) on a time and materials basis. With direct oversight of General Manager, staff and legal counsel (as needed), the **key consultant tasks include:**

- Assist staff in the processing, evaluation and permitting of applications for water distribution system permits.
- Review District Rules and Regulations; assist staff in developing and evaluating modifications to existing District Rules and Regulations; help assess workload impacts and procedures; make recommendations to improve ordinance implementation.
- Assist staff in preparing and implementing modified Implementation Guidelines for new Water Distribution Systems; prepare modified forms, checklists and educational materials as needed.
- Assist Water Resources Division Manager in prepare and implementing technical procedures and data requirements for aquifer testing of wells and new Water Distribution Systems to be used by applicants and their consultants.
- Assist staff in the assessment of existing water distribution systems to determine compliance with existing District permits, conditions and monitoring requirements; research, compile and report on water use patterns and compliance for water systems as directed.
- As directed by the General Manager, facilitate the coordination of the District's permitting requirements with the permitting requirements of other public agencies. As necessary, conduct research, complete records requests, obtain public documents, and provide recommendations for increased cooperation and outreach to public agencies.
- If time and resources allow, provide organizational assistance of well-related data that includes database management and the District's geographic information system (GIS).
- Other related tasks as assigned by the General Manager or his/her designee.