

**DATE:** November 21, 2019

**TO:** WCA Governing Board

**FROM:** Alex Linz, Project Manager

**THROUGH:** Mark Stanley, Executive Officer

**SUBJECT:** Item 13: Consideration of a resolution to award a contract to the San Gabriel Valley Conservation Corps for US Forest Service Special Project 15-PA-11050100-020 Mod 2

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**RECOMMENDATION:** That the Watershed Conservation Authority Governing Board authorize the award of a contract to the San Gabriel Valley Conservation Corps for US Forest Service Special Project 15-PA-11050100-020 Mod 2 for an amount not to exceed \$112,000.

**PROJECT DESCRIPTION:** The contract with San Gabriel Valley Conservation Corps (SGVCC) will support youth engagement and natural and recreational resource management within the San Gabriel Mountains National Monument (SGMNM) and the Angeles National Forest (ANF). These projects may include recreation site restoration, watershed restoration, trail restoration, environmental education training in leave no trace principles, invasive plant and graffiti removal, and providing as needed support services under the direction of ANF staff. ANF staff requested WCA to utilize the federal funding set aside through the Master Participating Agreement and this SPA to continue the ANF Environmental Restoration – Job Training and Youth Development program with SGVCC through June 30, 2020.

**BACKGROUND:** In 2015, the Governing Board, Resolution 15-27, authorized the Watershed Conservation Authority (WCA) to enter into a Master Participating Agreement (MPA) with Angeles National Forest (ANF) to develop and implement a comprehensive master development plan for the San Gabriel Canyon Improvement Project Area (Exhibit A). The Project Area is the main gateway to the San Gabriel Mountains National Monument (Monument) and encompasses some of the most heavily utilized recreational destinations, as well as, including both the WCA's River Wilderness Park and Mt Baldy Preserve property. The SGC Project focuses on visitor access, amenities and utilization of recreational opportunities within the region.

The MPA provides authorization from both parties to jointly work together to forward projects within the SGC Project Area. Through the execution of individual Supplemental Project Agreements, ANF and WCA work collaboratively to complete projects and programs that forward the goals and objectives of the Monument, ANF and WCA within the SGC Project Area.

US Forest Service Supplemental Project Agreement (SPA) 15-PA-11050100-020, Modification 2 obligated up to \$125,000 to be spent on youth engagement projects (Exhibit B: SPA). Over the years, ANF has worked closely with local Conservation Corps to mitigate human impact on public lands by engaging them in partnerships that will not only educate and train youth and young adults to practice conservation but will also accomplish much needed restoration tasks that help protect forest resources. These projects may include but are not limited to pollution abatement, recreation site restoration, watershed restoration, trail restoration, environmental education, forestry protection and youth job training and development.

Since 2014, ANF has utilized the San Gabriel Valley Conservation Corps youth via a separate participating agreement to provide restore and enhance forest resources. The most current ANF agreement with SGVCC completed its term on October 1, 2019.

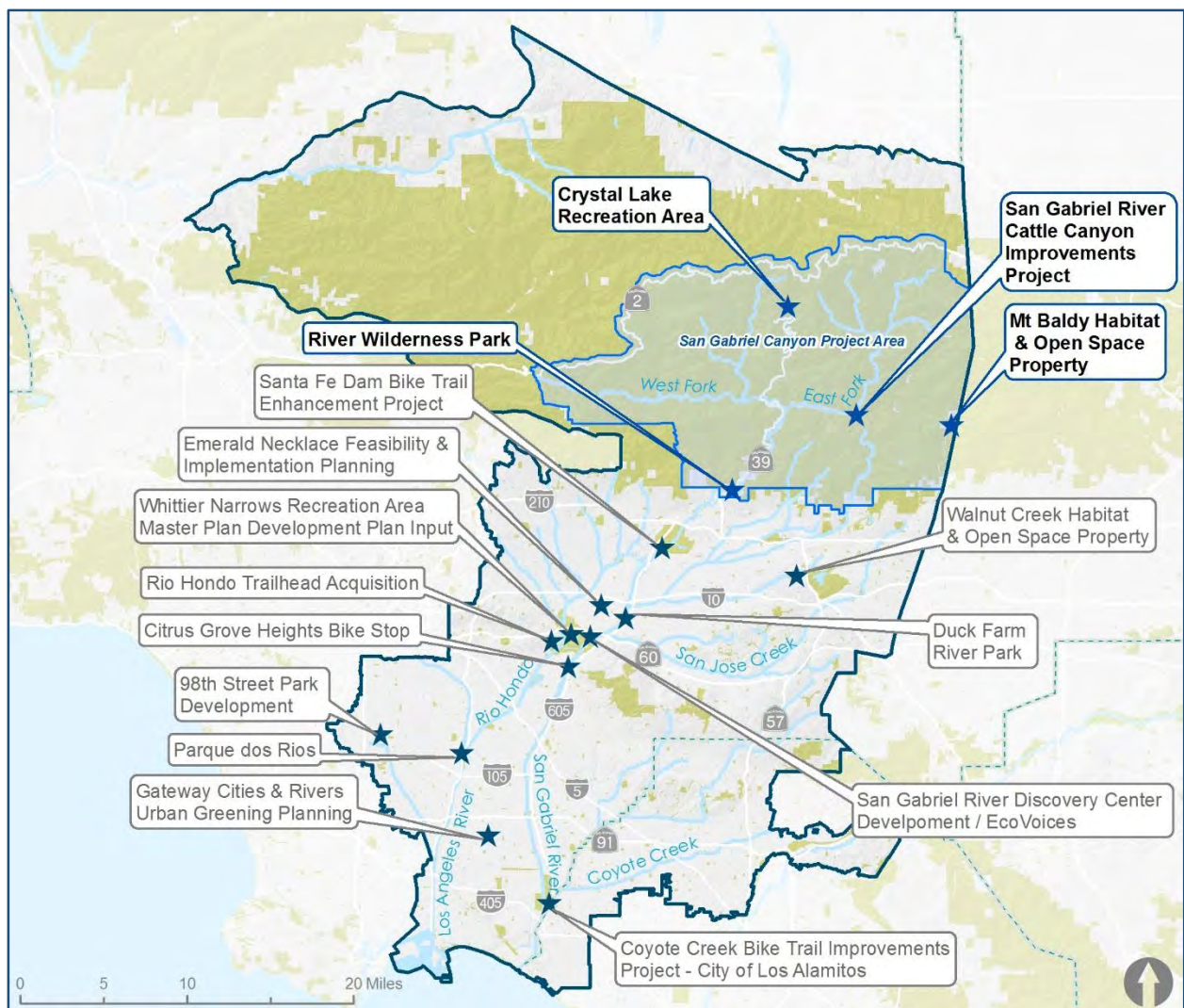
Staff recommends approval to enter into an agreement with SGVCC to provide services under the SPA 15-PA-11050100-020; Mod 2, to be completed within the San Gabriel Canyon Improvement Project Area and including Mt Baldy Habitat Preserve. Exhibit C: Draft Scope of Work, Timeline and Budget.

**FISCAL INFORMATION:** This action will have fiscal effect to FY19/20 operating budget, the contract agreement of up to \$112,000 will utilize federal funding obligated under US Forest Service Special Projects Agreement (SPA) 15-PA-11050100-020 Mod 2. The hourly Rate for Crew and Crew Lead members is \$30/hour which is a fully burdened rate that is inclusive of insurances and overhead, as well as, mileage.

Item	Cost
San Gabriel Valley Conservation Corps	\$112,000
WCA Project Management / Indirect Costs	\$13,000
<b>Total</b>	<b>\$125,000</b>




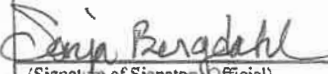
## Territory Map: San Gabriel Canyon Improvements Project





USDA Forest Service

OMB 0596-0217  
FS-1500-19


<b>MODIFICATION OF GRANT OR AGREEMENT</b>			PAGE 1	OF PAGES
1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: <b>15-PA-11050100-020</b>	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY: <b>1502SGC 02</b>	3. MODIFICATION NUMBER: <b>002</b>		
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): <b>Karen McWilliams, Grants Management Specialist 701 N Santa Anita Ave. Arcadia, CA 91006 Telephone: 626-574-5221 Email: ktmcwilliams@fs.fed.us</b>		5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): <b>Ricardo Lopez, ANF Engineering Department 701 N. Santa Anita Ave. Arcadia, CA 91006 Telephone: 626-574-5295 Email: rlopez@fs.fed.us</b>		
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): <b>Mark Stanley, Executive Officer 100 N. Old San Gabriel Canyon Road. Azusa, CA 91702 626-815-1019 x100 626-815-12639 mstanley@wca.ca.gov</b>		7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):		
<b>8. PURPOSE OF MODIFICATION</b>				
CHECK ALL THAT APPLY: This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.				
<input type="checkbox"/> CHANGE IN PERFORMANCE PERIOD:				
<input checked="" type="checkbox"/> CHANGE IN FUNDING: Added \$125,000 for SPA 2,				
<input type="checkbox"/> ADMINISTRATIVE CHANGES:				
<input type="checkbox"/> OTHER (Specify type of modification):				
Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.				
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed): Adding funding for Project 2 San Gabriel River Cattle Canyon Improvement and Project 3 River Wilderness Park Entry Improvements, as described in attached SOW and Financial Plan.				
<b>10. ATTACHED DOCUMENTATION (Check all that apply):</b>				
<input checked="" type="checkbox"/> Revised Scope of Work				
<input checked="" type="checkbox"/> Revised Financial Plan				
<input type="checkbox"/> Other:				
<b>11. SIGNATURES</b>				
AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.				
11.A. SIGNATURE 	11.B. DATE SIGNED <b>9-15-16</b>	11.C. U.S. FOREST SERVICE SIGNATURE 	11.D. DATE SIGNED <b>9/23/16</b>	
(Signature of Signatory Official)		(Signature of Signatory Official)		
11.E. NAME (type or print): BRIAN MEJIA		11.F. NAME (type or print): JEFFREY VAIL		
11.G. TITLE (type or print): GOVERNING BOARD CHAIR		11.H. TITLE (type or print): FOREST SUPERVISOR		
<b>12. G&amp;A REVIEW</b>				



USDA Forest Service

OMB 0596-0217  
FS-1500-19

12.A. The authority and format of this modification have been reviewed and approved for signature by:

  
KAREN MCWILLIAMS

U.S. Forest Service Grants Management Specialist

12.B. DATE  
SIGNED

9-13-16

Attachment: A

OMB 0596-0217  
FS-1500-17BUSFS Agreement No.:  
Cooperator Agreement No.:15-PA-11050100-020  
1502SGC 02

Mod. No.: 2

## Financial Plan Matrix:

## Agreements Financial Plan (Short Form)

Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$765.00	\$0.00	\$0.00	\$0.00	\$765.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Youth Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$125,000.00	\$0.00	\$25,000.00	\$150,000.00
Subtotal	\$765.00	\$125,000.00	\$0.00	\$25,000.00	\$150,765.00
Coop Indirect Costs		\$0.00	\$0.00		\$0.00
FS Overhead Costs					\$0.00
Total	\$765.00	\$125,000.00	\$0.00	\$25,000.00	\$150,765.00
Total Project Value:					\$150,765.00

## Matching Costs Determination

Total Forest Service Share =

(a+b) ÷ (e) = (f)

83.42%

Total Cooperator Share

(c+d) ÷ (e) = (g)

16.58%

Total (f+g) = (h)

100.00%

## WORKSHEET FOR FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g.  $\text{cost/day} \times \# \text{ of days} = \text{total}$ , where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by  $\text{cost/day} \times \# \text{ of days}$ , costs may be calculated simply by a contracted value that is not dependent on days worked, such as  $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$ . Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description	Cost/Day	# of Days	Total	
Forest engineer	\$255.00	3.00	\$765.00	

Non-Standard Calculation	\$0.00
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Total Salaries/Labor	\$765.00
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Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Non-Standard Calculation				

Total Travel	\$0.00
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Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
Non-Standard Calculation				

Total Equipment	\$0.00
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<b>Supplies/Materials</b>			
<b>Standard Calculation</b>			
Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
			\$0.00
<b>Non-Standard Calculation</b>			\$0.00

Total Supplies/Materials	\$0.00
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<b>Printing</b>			
<b>Standard Calculation</b>			
Paper Material	# of Units	Cost/Unit	Total
			\$0.00
<b>Non-Standard Calculation</b>			\$0.00
<b>Total Printing</b>			\$0.00

<b>Other Expenses</b>			
<b>Standard Calculation</b>			
Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
<b>Non-Standard Calculation</b>			\$0.00

Total Other	\$0.00
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<b>Subtotal Direct Costs</b>	<b>\$765.00</b>
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<b>Forest Service Overhead Costs</b>			
Current Overhead Rate	Subtotal Direct Costs		Total
8.00%	\$765.00		\$61.20
<b>Total FS Overhead Costs</b>			<b>\$61.20</b>

<b>TOTAL COST</b>	<b>\$826.20</b>
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## WORKSHEET FOR FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g.  $\text{cost/day} \times \# \text{ of days} = \text{total}$ , where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by  $\text{cost/day} \times \# \text{ of days}$ , costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee  $\times \$1,200/\text{contract} = \$1,200$ . Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor				
Standard Calculation				
Job Description	Cost/Day	# of Days	Total	
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Non-Standard Calculation				\$0.00

Total Salaries/Labor	\$0.00
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Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Non-Standard Calculation				\$0.00

Total Travel	\$0.00
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Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
Non-Standard Calculation				\$0.00

Total Equipment	\$0.00
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Supplies/Materials			
Standard Calculation			
Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
Non-Standard Calculation			\$0.00

Total Supplies/Materials	\$0.00
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Printing			
Standard Calculation			
Paper Material	# of Units	Cost/Unit	Total
			\$0.00
Non-Standard Calculation			\$0.00
Total Printing			\$0.00

Other Expenses			
Standard Calculation			
Item	# of Units	Cost/Unit	Total
Mod 02 - Project 2 (Youth Engagement)	1.00	\$125,000.00	\$125,000.00

Non-Standard Calculation
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Total Other	\$125,000.00
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<b>Subtotal Direct Costs</b>	<b>\$125,000.00</b>
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Cooperator Indirect Costs
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Current Overhead Rate	Subtotal Direct Costs	Total
10.00%		
Total Coop. Indirect Costs		\$0.00

<b>TOTAL COST</b>	<b>\$125,000.00</b>
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**Exhibit A: SCOPE OF WORK**

Job Training – Recreation and Trail Restoration Project: Project accomplishment targets will include:

- Recreation Crews: SGV Corps crews will work on, but not limited to, recreation sites, cleaning up trash along dispersed areas, fixing and improving recreation facilities, removing graffiti, removing invasive plants, public outreach and environmental education, and support services and restoring trails within the San Gabriel Canyon Improvement Project Area. The US Forest Service field contact for work within ANF will be Mike Hansen, Assistant Recreation Officer or designee. WCA field contact will be Alex Linz, Project Manager or designee.

Timeline:

- The expectation is that the crews will work until funding is exhausted or complete before June 30, 2020 whichever occurs first. Base crew size will be 1 supervisor and 4 crew members, 8 hour shifts and up to 4 days a week. Crew size and number of days a week are subject to change based on support needs of ANF and weather conditions.

Supplies/Materials:

- The field contact will identify and provide supplies and materials for each project as needed. The SGV Corps will ensure that Corps members are adequately equipped and trained to work in the forest and on WCA lands with Personal Protective Equipment, water, and necessary tools. In unique instances ANF or WCA may loan tools to the SGV Corps while on the project site, which will remain the property of the entity loaning the tools.

Uniforms:

- SGV Corps will provide uniforms that meet all safety specifications of the US Forest Service.

Funding:

Funding for this project shall not exceed \$112,000. Hourly Rate for Crew and Crew Lead members is \$30/hour which is a fully burdened rate that is inclusive of insurances and overhead, as well as, mileage.

November 21, 2019 – Item 13

**RESOLUTION 2019-48**

**RESOLUTION OF THE WATERSHED CONSERVATION AUTHORITY TO  
AWARD A CONTRACT TO THE SAN GABRIEL VALLEY CONSERVATION  
CORPS FOR US FOREST SERVICE SPECIAL PROJECT 15-PA-11050100-020  
MOD 2.**

**WHEREAS**, the Watershed Conservation Authority (WCA) has been established as a joint powers agency between the Rivers and Mountains Conservancy and the Los Angeles County Flood Control District; and

**WHEREAS**, the Watershed Conservation Authority (WCA) has further been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

**WHEREAS**, this action approves a resolution to authorize the award of a contract to the San Gabriel Valley Conservation Corps for US Forest Service Special Project 15-PA-11050100-020 Mod 2; and

**WHEREAS**, the proposed action is exempt from the provisions of the California Environmental Quality Act;  
**NOW**

*Therefore be it resolved that the WCA hereby:*

1. **FINDS** that this action is consistent with the purposes and objectives of the WCA.
2. **FINDS** that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA).
3. **ADOPTS** the staff report dated November 21, 2019.
4. **AUTHORIZES** the chair or designee to award a contract to the San Gabriel Valley Conservation Corps for US Forest Service Special Project 15-PA-11050100-020 Mod 2 for an amount not to exceed \$112,000.

~ End of Resolution ~

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Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

Passed and Adopted by the Board of the  
**WATERSHED CONSERVATION AUTHORITY**  
On November 21, 2019

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Herlinda Chico, Governing Board Chair

ATTEST: \_\_\_\_\_  
David Edsall, Jr.  
Deputy Attorney General