



## Palouse Basin Aquifer Committee

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January 17, 2008 Meeting Minutes

### Moscow UI Facilities Services Center, Jack's Creek Meeting Room

#### Attendance

X	UI: Michael Holthaus (Chair), Water Systems Manager		WSU: Keith Bloom, Director, Const Servs, Cap Plan Dev
X	UI: Joe Kline, Director, Utilities and Engineering		WSU: Rob Corcoran, Asst Dir, Arch, Engr & Const Services
X	Moscow: Tom Scallorn, Water Dept Superintendent	X	Pullman: Mark Workman (Vice Chair), Director of Public Works
X	Moscow: Walter Steed, City Council Member		Pullman: Art Garro, Maintenance & Operations Superintendent
	Moscow: Les MacDonald, Director of Public Works	X	Pullman: Barney Waldrop, City Council Member
X	Latah County: Paul Kimmell, Citizen and County Representative		Whitman County: Mark Storey, Director of Public Works
	Latah County: Tom Stroschein, County Commissioner		Whitman County: Jerry Finch, County Commissioner
X	Colfax: Carl Thompson, City Administrator		Colfax: Andy Rogers, Public Works Supervisor

#### Visitors and Others

David Hall, PWCN; Alyssa Douglas, Golder; Bob Haynes, IDWR, Guy Gregory, Ecology; Ree Brannon, CAG

#### Call to Order

Mike Holthaus, PBAC Chair, called the meeting to order at 2:02 pm. Attendee self-introductions were followed by the introduction of Walter Steed as the new PBAC representative from Moscow.

#### 1) Approval of the December 20, 2007 Meeting Minutes

The December minutes were approved by consensus.

## 2) Presentations – Some Hawkins Water Accounting

Robischon presented conceptual information related to the relative Basin water supply impacts of two Hawkins development implementation scenarios: transferring water rights / drilling new wells and connecting to Moscow infrastructure. The general conclusion of the presentation was that, from a water supply standpoint, the transfer/drill scenario is preferred to the connect to Moscow scenario, as the former scenario involves the transfer of existing water use, while the latter represents a new water use in the basin.

## 3) Unfinished Business

### Draft RFP for Data Synthesis

Robischon handed out copies of a draft RFP for a Palouse Ground Water Basin Characterization Preparation Project. The project nature is similar to a project proposed through the WRIA 34 Planning Unit for Washington funding as well as a project contained in a draft work plan for the Palouse Aquifer proposed in the Idaho Governor's 2008 budget. Based upon Committee comments, the draft RFP will be revised and finalized, and circulated for final approval prior to being issued.

## 4) New Business –

### CAG Recommendation Review

Robischon handed out summary copies of the 3 CAG recommendations made to PBAC to date. The group discussed each of the recommendations (*in italics below*) and their responses follow:

- *Recommendation #1-1 (Hire fulltime (sic) hydrogeologist(or equivalent professional))* – PBAC hired Robischon in January 2006.

- *Recommendation #1-2 (Develop a geohydrologic characterization plan)* – Plans for a characterization project are in place and funding has been requested from the State of Washington. There may also be funding for the project in the State of Idaho's proposed Palouse Aquifer Study, and PBAC is preparing an RFP for such a project that may be funded by Washington, Idaho, PBAC, or any combination thereof.

- *Recommendation #1-3 (Consider reducing the number of active participants on PBAC)* – There are currently 11 voting PBAC members (not 15 as stated in the recommendation), and restricting participation to a lesser number would unfairly exclude assessment-paying stakeholder concerns from being voiced.

- *Recommendation #1-4 (Commend PBAC for cooperation work)* – PBAC thanks the CAG for their commendation.

- *Recommendation #2 (Begin an open dialogue with the Waters of the West (WoW) program)* – PBAC is a strong supporter of the WoW program, and voiced that support in a letter to the UI President that helped WoW secure its initial funding. In addition, PBAC plans to participate in the upcoming systems dynamic modeling project being undertaken by WoW, and would like to enter into an ongoing dialogue with the group through inviting regular updates at PBAC meetings.

- *Recommendation #3 (PBAC join the CAG in support of the Pullman reuse facility)* – PBAC did join the CAG in that effort, writing letters of support to the Washington Governor and Legislative representatives, as well as participating with the CAG in voicing PBAC support at a meeting with the Washington District 9 Legislators.

Kimmel noted that the December/CAG joint meeting went well, and that the groups might want to consider conducting some sort of “joint” meeting each year. The group decided that Holthaus will transmit these minutes together with a cover letter to the CAG as the formal PBAC response to the CAG’s recommendations.

#### **5) PBAC Project Progress Report -**

Robischon reported progress on the aquifer monitoring and testing projects. The Grande Ronde project has gathered information from 2 recent pump tests (Moscow 6/8 and Pullman 8). Analysis of the data has begun. In the Wanapum project, Moscow is undertaking a modification to its pumping schedule to pump more water from the Wanapum during the winter/spring and less during the summer, in hopes of inducing additional Wanapum recharge during the high flow period. Scallorn reported that even under extended pumping periods, the (Wanapum) Well #2 drawdown appears to stabilize at approximately 100 ft below land surface.

#### **6) Citizens Advisory Group Report -**

Brannon reported on the January CAG meeting, where the 3 new Moscow city councilors were in attendance. Brannon indicated that PBAC should expect to see a conservation-related recommendation in the future. Brannon announced that Fritz Fiedler had resigned from his position as the technical representative on the CAG, and due to new job responsibilities, Helen Harrington has been replaced by Ken Neely as the IDWR ex officio member. Next month CAG plans to consider the topic of CAG membership. Robischon noted that Keith Stoffel indicated that the December PBAC/CAG meeting with Evan Sheffels (DOE water policy advisor) had been fruitful, and that Evan is carrying the Palouse’s message forward in Olympia.

#### **7) Budget Report -**

Robischon reported that the budget is in order. In response to a question regarding whether PBAC could currently fund a characterization preparation project, Robischon indicated that PBAC reserves appear to be on the order of \$150K.

## **8) Other Reports and Announcements -**

### **DOE Synoptic Measurement Logistics**

Robischon displayed a map illustrating the status of the project. Several well owners have been contacted and 3 have granted permission to access/measure the wells. Mark Storey will be provided with the list of WSU and Pullman wells to be measured in anticipation that wellhead elevation surveys of these might be conducted prior to measurement. For the other wells, elevation surveys will be done after the water level measurements are completed. Gregory indicated that measurement would likely occur early in April.

### **USGS 104(b) Grant Request for Proposals**

Robischon announced that neither of the PBAC-supported projects had been awarded funding. However, researchers still intend to pursue both (tritium testing and systems dynamics modeling) projects. Jim Osiensky would like to request that PBAC fund the entire tritium testing project, and Robischon indicated that he informed Osiensky that a detailed budget and project plan would be required for PBAC's consideration. Fritz Fiedler announced that the WoW group intends to pursue the modeling project and has requested that PBAC participate. Fiedler requested that the project investigators from WoW be granted time on next month's agenda to introduce the project. The Committee agreed to put the WoW/modeling on next month's agenda.

### **WRIA 34 Planning Unit Report**

Robischon reported that there was no quorum present at the January meeting, so several of the agenda items could not be addressed. Planning Unit members have been asked to provide comments regarding whether the draft Pullman Water System Plan and a Palouse/Rock Lake CD feasibility study grant request are consistent with the WRIA 34 Watershed Plan.

### **Water Summit Planning Report**

Brannon reported that planning continues for the 2008 Summit. The location has been set as the Moscow University Inn, and the group is working on securing commitments from keynote speakers. The planning effort is to be distributed among several subcommittees, and task lists and due dates are being detailed. The current plan calls for a morning technical session, an afternoon policy/solutions session, and an evening session targeted toward community members.

### **Appeal of DOE Affirmations/Denial of Hawkins Transfer Requests**

Gregory reported that a mediated settlement conference between Hawkins and DOE (re: the Jones surface water transfer) has been scheduled for sometime in late January. Robischon indicated that the PCHB web site indicated the hearings on the transfers are currently scheduled for June.

### **Appeal of WSU Consolidation Transfer Requests**

Hearings are scheduled for the week of January 21 in Pullman

**DEQ Ground Water Program Meeting**

Robischon displayed an email from Steve Gill of the DEQ inviting PBAC representation on a panel discussion at an April 3 meeting in Coeur d' Alene. The group agreed to send Robischon to the meeting as PBAC's representative.

**Preliminary 2007 Pumping Numbers**

Robischon displayed preliminary 2007 pumping numbers indicating total pumpage was 2.77 billion gallons, down 2% from the 2006 levels. This number is 10% less than was pumped in 1992, the first year of the Ground Water Management Plan.

**PWCN Silent Auction / Potluck**

David Hall announced that the Palouse Water Conservation silent auction and potluck is scheduled for January 25, from 6:00-9:00 PM, at the 1912 Building.

**9) Next Meeting Date**

The next regular meeting of PBAC is scheduled for

**February 21, 2008**

**Pullman City Hall, East End (Large) Conference Room, 2:00 PM**

**10) Adjournment**

The meeting was adjourned at 3:50 PM.

**Reviewed and Approved at the February 21, 2008 PBAC meeting,**

**Steve Robischon, Executive Manager**

## **DRAFT \*\*\* Request for Proposals \*\*\* DRAFT**

### **Palouse Ground Water Basin Characterization Preparation Project**

#### **Introduction**

The Palouse Basin Aquifer Committee (PBAC) is requesting proposals for data compilation and synthesis, and recommendations for further characterization of the Palouse ground water basin (the Basin) water resources.

The purpose of the project is to compile and review information on the ground water resources in the Basin in anticipation of conducting a future full-scale site characterization project.

The Basin underlies an approximately 500 square mile area of eastern Washington and north central Idaho. Significant studies have been conducted in the past, but there remain gaps in the knowledge of the hydrogeology of the Basin. This project will use existing studies and information to help focus on identifying key areas in which characterization work is needed and provide planning level estimates for potential follow-up studies.

#### **Scope of Work**

The project is divided into distinct tasks and will be conducted on a work order basis. It is anticipated that funding for this project will be contingent upon PBAC's fiscal year (July-June) funding allocations, and the project work orders may be phased over a one to three year period. Work under each successive task will be based upon data collected in previous tasks and will be developed jointly between the selected party and PBAC. PBAC will issue a notice to proceed or task order for each defined work task before work under each task is authorized to begin. PBAC reserves the right to not proceed with any tasks under this Request for Proposals. PBAC requires that the selected party identify a project manager for this work, who will reside locally or be available to travel to the Basin at least once per quarter and present a progress report or oral presentation to PBAC at their regular meeting.

### **Task 1 - Compilation**

Compile, in electronic format, all known and available previous studies related to the hydrogeology of the Basin. Compile well log, well location, water use, water level, geochemistry, geophysical and other appropriate data into readily accessible database formats. Also compile all of the previous researchers' conclusions (as deemed appropriate) with respect to the physical characteristics of the ground water basin.

**Deliverables:** Electronic copies (Adobe .pdf and native file formats where available) of all available previous studies and well logs. A (Shapefile formatted) well dataset including basic well attributes (including field checked, log reliability and hyperlink to well log attributes). Electronic copies of water use, water level, geochemistry, geophysical and other appropriate data (in format accessible to standard Microsoft Office 2000 products).

### **Task 2 – Synthesis**

Produce annotated bibliography of previous studies, structural cross section and contour and potentiometric maps of the Basin.

**Deliverables:** Fifteen (15) hard and two (2) electronic (.pdf and Office 2000 compatible) copies of annotated bibliography. Two (2) hard and electronic (ESRI GRID formatted datasets) copies of structural contour and potentiometric maps.

### **Task 3 – Data Gap Identification**

Evaluate reliability and quality of existing information, and identify key areas in which data gaps exist.

**Deliverables:** Report detailing: existing data including evaluation of data quality and applicability to utilization in follow-on studies, additional data required for complete Basin characterization and potential for acquisition of proxy data or information from like study areas.

### **Task 4 – Conclusions and Recommendations**

Develop conclusions and recommendations for necessary follow-up characterization studies, including planning level study scopes.

**Deliverables:** Report detailing planning level scope details of follow-on characterization studies necessary for full Basin characterization, including evaluation of degree of necessity of information and optimal study staging strategy for creation of a long-term robust water management plan for the Basin.

## Proposal Requirements

Interested parties must submit five (5) hard and electronic (Adobe .pdf format) copies of a proposal containing the following minimum information:

- description of the party(s) and work history on similar projects;
- proposed approach to each task;
- estimated time required to complete the tasks;
- costs to complete tasks;
- key personnel assigned to tasks;
- qualifications and experience of each project team member;
- utilization of each person assigned to each task and the home-base for each person;
- description of project management procedures to assure adherence to the budget and delivery schedule.
- description of the procedure for internal quality assurance/quality control;

The proposal shall be limited to 10 pages, not including the cover letter, resumes of key individuals, or section dividers. To be considered for award of this work, sealed proposals must be received at the Palouse Basin Aquifer Committee offices no later than ??????. Late proposals will not be considered. Proposals should be mailed to:

Palouse Basin Aquifer Committee  
Attn: Characterization Preparation Project  
University of Idaho  
Morrill Hall, Room 201  
P.O. BOX 443011  
Moscow, ID  
83844-3011

for non US Postal Service shipments, use the address below:

Palouse Basin Aquifer Committee  
Attn: Characterization Preparation Project  
University of Idaho  
Morrill Hall, Room 201  
875 Perimeter Drive  
Moscow, ID  
83844-3011

All questions related to this request for proposals shall be submitted in writing to the proceeding address no later than ????. Answers to any questions posed will be posted on PBAC's web site by ????. A proposal opening will be held ????.

## Evaluation and Selection

Selection of the party shall be based on the following evaluation criteria:

1. Capability to perform the work including party's history, areas of expertise, address of office where work will be performed, and party's commitment to provide necessary resources to perform and complete the project within the expected project time frame (150 pts);
2. Relevant project experience including similar work performed by the party and clients for which similar work has been performed during the past five years (include name and phone number for appropriate contact persons) (200 pts);
3. Qualifications of project team including experience of key personnel to be assigned to the project and subcontractors, if any, team organization, roles of key personnel, and location of assigned personnel (150 pts);
4. Project approach including how the party proposes to execute each task required to complete the scope of the work, unique aspects of the proposed approach, and alternative approaches that PBAC may want to consider (200 pts);
5. Estimated cost and project management including hourly rates for all personnel proposed, breakdown of hours for each person assigned to complete Tasks I, II, III, and IV of the work, and an itemized estimate of other reimbursable costs and equipment costs, with a total cost for each task, and demonstrated ability to manage the financial and schedules aspects of the project (200 pts); and
6. Completeness of proposal (100 pts).

A pre-selected evaluation committee will review and evaluate each proposal based on consideration of those factors set forth above. The evaluation committee may request an interview with the top two finalists. An additional maximum of up to 300 pts will be awarded to each party interviewed, if interviews are conducted. Upon selection, a contract will be developed between the Board and the selected party.

## Recommendation Set #1

### Summary Technical Recommendations

1. Hire a fulltime hydrogeologist (or equivalent professional) as manager for the program. Responsibilities will include; writing a sound applied geohydrologic characterization plan to understand the Palouse Basin aquifer system, supervising the implementation and research segments of the plan and applying for grants/contracts to supplement existing research funding.
2. Develop a sound applied geohydrologic characterization plan with input from the many scientists interested in the Palouse Basin aquifer system as well as input from a social and environmental perspective.
3. Consider reducing the number of active participants on the PBAC committee from 15 to a more reasonable number recognizing that having elected officials and technical experts on the committee is very useful.
4. Commend PBAC entities for good work in coordinating water conservation programs and fostering excellent cooperation among a complex mix of state, city and county governments.

Recommendation #2

October 17, 2006

Mark Storey, Chair  
Palouse Basin Aquifer Committee  
University of Idaho  
P.O. Box 443011  
Moscow, ID 83844-3011

RE: Recommendation from the Citizen's Advisory Committee

Mark,

In our attempt to study and develop long-term recommendations to PBAC, the issue of technical help and guidance surfaces as an area that needs to be strengthened.

As chairman of the Citizen's Advisory Committee (CAG) I would like to relay to you a recommendation from our CAG meeting dated October 12, 2006 that PBAC begin an open dialog with and seek to build a long-term relationship with the Waters of the West (WoW) program at the University of Idaho. The potential benefit for utilizing WoW, along with the WIRA-34 Planning Unit and the Washington Water Research Center for technical support and direction could be enormous for PBAC in reaching its goal of developing an aquifer system enhancement and alternate water supply development plan by 2010. Working together with all available resources will be major key to long-term success.

We also wish to thank you and all of the PBAC committee members for all of the hard work and dedication it takes to serve our region by belonging to PBAC. Trust me; the CAG fully understands the complexity of serving on a multi-state, multi-jurisdictional committee such as PBAC. We truly understand that if the tasks and goals that lay before you we easy they would have been accomplished long ago.

Thank you, again.

Michael Echanove  
~~Chair, Citizens Advisory Committee (CAG)~~  
(509) 335-0512 (wk)  
[echanove@palouse.com](mailto:echanove@palouse.com)

Recommendation #3

Jan. 16, 2007

Mark Storey, Chair  
Palouse Basin Aquifer Committee  
RE: Water Reuse Facility

Chairman Storey,

Last week at our monthly Citizens Advisory Group (CAG) meeting our agenda included a recap of the Dec. 6<sup>th</sup> dinner with our Washington legislative delegation. In attendance that evening were Mark Storey, Jerry Fairley, Steve Robischon and myself along with guests Senator Mark Schoesler and Representatives Buri and Hailey. The evening provided an excellent opportunity to update the delegation on the work being done in the Palouse Basin as well as to promote funding opportunities within the Dept. of Ecology's 2007-2009 budget for potential work in the future.

During that meeting Senator Schoesler reiterated his strong support for the proposed water reuse facility in Pullman and indicated that local support from CAG and PBAC as well as others involved with our aquifer would be greatly appreciated as he continues to work to secure project funding at the state level.

As chairman of CAG I would then ask, as approved by motion, PBAC to join the CAG in support of the reuse facility and develop a letter of support for the project to be sent to Olympia.

Thank you for your consideration.

Michael Echanove  
Chair, Citizens Advisory Group (CAG) for the Palouse Basin Aquifer Committee