

Name of Project: **Putah Creek Education, Outreach, and Stewardship**

SOLANO COUNTY WATER AGENCY

AGREEMENT FOR PROFESSIONAL SERVICES (Professional Services/Consultant)

THIS AGREEMENT, effective **July 1, 2020**, is between SOLANO COUNTY WATER AGENCY, a public agency existing under and by virtue of Chapter 573 of the 1989 statutes of the State of California, hereinafter referred to as "Agency," and **Putah Creek Council**, hereinafter referred to as "Contractor."

The Agency requires services for **Putah Creek Education, Outreach, and Stewardship**; and the Contractor is willing to perform these services pursuant to the terms and conditions set out in this Agreement.

IT IS MUTUALLY AGREED, as follows:

1. SCOPE OF SERVICES

The Agency hereby engages the Contractor, and the Contractor agrees to perform the services for **Putah Creek Education, Outreach, and Stewardship**, as described in Exhibit A, in accordance with the terms of this Agreement and any applicable laws, codes, ordinances, rules or regulations. In case of conflict between any part of this Agreement, this Agreement shall control over any Exhibit.

2. COMPENSATION

Compensation for services shall be as follows: Hourly rate of personnel plus any allowed reimbursable expenses based on unit costs as indicated on any allowed reimbursable expense in Exhibit B **not to exceed \$ 225,163** for all work contemplated by this Agreement.

3. METHOD OF PAYMENT

Upon submission of an invoice by the Contractor, and upon approval of the Agency's representative, the Agency shall pay the Contractor monthly in arrears for fees and allowed expenses incurred the prior month, **however in no event shall the cumulative total paid pursuant to this agreement exceed the maximum amount provided for in paragraph 2 of this Agreement.** Every invoice shall specify hours worked for each task identified in Exhibit A undertaken.

Each invoice shall be accompanied by a spreadsheet showing, by month, costs incurred to date for the project broken down by the Tasks identified in Exhibit A. The spreadsheet shall show, for each task, budget amounts, total expended and remaining amounts. The spreadsheet shall show a subtotal for each fiscal year covered by the contract. Any amendments to the contract shall be listed and incorporated into spreadsheet. An example of a typical spreadsheet shall be provided by the Agency.

4. **TIME OF PERFORMANCE**

This Agreement shall become effective as of the date it is executed and said services will take place between this date and **June 30, 2021**, as directed by the Agency.

5. **MODIFICATION AND TERMINATION**

This Agreement may be modified or amended only by written instrument signed by the parties hereto, and the Contractor's compensation and time of performance of this Agreement shall be adjusted if they are materially affected by such modification or amendment.

(Note: this paragraph is optional) Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion be approved in advance, in writing, by the Agency's General Manager.

This Agreement may be terminated by the Agency at any time, without cause, upon written notification to the Contractor. The Contractor may terminate this Agreement upon 30 days written notice to Agency.

Following termination by the Agency or the Contractor, the Contractor shall be reimbursed for all expenditures made in good faith in accordance with the terms of this Agreement that are unpaid at the time of termination.

6. **PERMITS** *(Note: include only if permits are required)*

Permits required by governmental authorities will be obtained at the Contractor's expense, and the Contractor will comply with local, state and federal regulations and statutes including Cal/OSHA requirements.

7. **INDEMNIFY AND HOLD HARMLESS**

To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify Solano County Water Agency, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from all acts or omissions of Consultant or its officers, agents, or employees in rendering services under this contract; excluding, however, such liability, claims, losses, damages or expenses arising Solano County Water Agency's sole negligence or willful acts.

8. **INSURANCE**

Minimum Insurance Requirements: Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or sub-contractors.

Coverage - Coverage shall be at least as broad as the following:

1. **Commercial General Liability (CGL)** - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to Solano County Water Agency) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability** – (if necessary) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
3. **Workers' Compensation Insurance** - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the Solano County Water Agency, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not the Solano County Water Agency has received a waiver of subrogation from the insurer.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Solano County Water Agency requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Solano County Water Agency.

Other Required Provisions - The general liability policy must contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** Solano County Water Agency, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.
2. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the Solano County Water Agency, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Solano County Water Agency its directors, officers, employees and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Solano County Water Agency.

Self-Insured Retentions - Self-insured retentions must be declared to and approved by the Solano County Water Agency. The Solano County Water Agency require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and

defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Solano County Water Agency.

Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by Solano County Water Agency.

Verification of Coverage – Consultant shall furnish the Solano County Water Agency with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the Solano County Water Agency before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The Solano County Water Agency reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

Sub-contractors - Consultant shall require and verify that all sub-contractor maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that Solano County Water Agency its directors, officers, employees, and authorized volunteers are an additional insured are an additional insured on Commercial General Liability Coverage.

9. **COMPLIANCE WITH LAW** *(Note: This section is optional)*

The Contractor shall be subject to and comply with all federal, state and local laws and regulations applicable with respect to its performance under this Agreement, including but not limited to, licensing, employment and purchasing practices; and wages, hours and conditions of employment.

10. **RECORD RETENTION** *(Note: This section is optional)*

Except for materials and records, delivered to the Agency, the Contractor shall retain all materials and records prepared or obtained in the performance of this Agreement, including financial records, for a period of at least three years after the Contractor's receipt of the final payment under this Agreement. Upon request by the Agency, the Contractor shall make such materials and records available to the Agency at no additional charge and without restriction or limitation to State and federal governments at no additional charge.

11. **OWNERSHIP OF DOCUMENTS** *(Note: This section is optional)*

All materials and records of a finished nature, such as final plans, specifications, reports and maps, prepared or obtained in the performance of this Agreement, shall be delivered to and become the property of the Agency. All materials of a preliminary nature, such as survey notes, sketches, preliminary plans, computations and other data, prepared or obtained in the performance of this Agreement, shall be made available, upon request, to the Agency at no additional charge and without restriction or limitation on their use.

12. **SUBCONTRACT AND ASSIGNMENT**

This Agreement binds the heirs, successors, assigns and representatives of the Contractor. The Contractor shall not enter into subcontracts for any work contemplated under this Agreement and shall not assign this Agreement or monies due or to become due, without the prior written consent of the General Manager of the Agency or his designee, subject to any required state or federal approval. *(Note: list any subcontractors here)*

13. **NONRENEWAL** *(Note: This section is optional)*

The Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by the Contractor under this Agreement will be purchased by the Agency under a new agreement following expiration or termination of this Agreement, and waives all rights or claims to notice or hearing respecting any failure to continue purchase of all or any such services from the Contractor.

14. **NOTICE**

Any notice provided for herein are necessary to the performance of this Agreement and shall be given in writing by personal delivery or by prepaid first-class mail addressed as follows:

AGENCY

Roland Sanford, General Manager
Solano County Water Agency
810 Vaca Valley Parkway, Suite 203
Vacaville, CA 95688

CONTRACTOR

Carrie Shaw, Interim Executive Director
Putah Creek Council
106 Main Street, Suite C
Winters, CA 95694

The parties have executed this Agreement the day and year first above written. If the Contractor is a corporation, documentation must be provided that the person signing below for the Contractor has the authority to do so.

Solano County Water Agency
a Public Agency

By: _____
Roland Sanford
General Manager

By: _____
Carrie Shaw,
Interim Executive Director

FOR SCWA USE ONLY

Contract Period: July 1, 2020 to June 30, 2021

File Number: AG-P-4

Account Manager: C.Lee

G/L Account #: 6620 SC

Job Cost #: Waterways Education-4702, Creek Clean-Up-5041, One Creek Internship Program-5052

Contract Type: Professional Services

EXHIBIT A
SCOPE OF SERVICES



EXHIBIT A
SCOPE OF SERVICES AND TIMELINE

ONE CREEK | PUTAH CREEK RESTORATION SUMMER INTERNSHIPS

Background

The One Creek | Putah Creek Restoration Summer Internship program brings together all the summer interns working for Putah Creek Council, U.C. Davis (UCD) and Solano County Water Agency (SCWA) to work together on coordinated stewardship projects along Putah Creek from the City of Davis South Fork Preserve upstream to Lake Solano Park.

Each summer, the Council coordinates eight plant propagation events at the Putah Creek Native Plant Nursery and eight joint watershed protection, restoration, or outdoor education events in the Lower Putah Creek watershed. In past years, the One Creek Interns have installed native plants at habitat restoration sites, irrigated plants, checked and repaired irrigation systems, picked up trash, removed invasive plants, built trails, and designed and installed native plant identification and interpretive markers.

The students will be given work shirts and paid a stipend for 48 hours of participation and work at the native plant nursery and stewardship events.

One Creek | Putah Creek Restoration Internships are designed to:

- Give the Council, SCWA and UCD interns diversity in their restoration activities and field sites
- Introduce Council interns to our restoration partners and model partnership-building
- Foster a sense of belonging to something bigger with a larger impact in the watershed
- Expand our interns' knowledge of academic programs in watershed restoration and introduce them to a network of academic and professional restorationists, and
- Provide leadership experience for some of our interns

These internships help cultivate the next generation of creek and watershed stewards. One Creek | Putah Creek Restoration Internships provide a great door to the field of watershed/environmental restoration. Several former interns have returned in subsequent years and taken on leadership roles. Other One Creek interns have gone on to major in environmental science in college, volunteer for our year-round Putah Creek Stewardship Team to receive additional training and experience, or secured fully-paid internships with U.C. Davis, SCWA, or other watershed and restoration organizations.

Tasks

Task 1 – Planning Activities. Recruit interns and plan 8 native plant nursery events and 8 joint creek stewardship events.

- Advertise and recruit up to 12 summer interns.
- Internships will be offered primarily to high school and college-aged students in Solano and Yolo counties aged 16 or older.
- We will emphasize recruiting students from Winters Joint Unified School District, which is 49% Hispanic, and rural and urban youth from Solano County, which is 25% Hispanic and 15% African American and includes Travis Air Force Base.
- Train the interns in plant propagation techniques at the nursery.
- Assemble reading packets for interns in preparation for the joint watershed protection, restoration and outdoor education events.

Task 2 - Program Activities. Conduct native plant nursery and watershed protection, restoration and education stewardship events with partner organizations (SCWA, City of Davis, U.C. Davis, City of Winters, Lake Solano Park, Yolo County and Solano RCDs, etc.).

Task 3 – Invoicing

Task 4 – Final Report

Annual Schedule

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1		X	X	X	X							
2						X	X	X				
3				X			X			X		
4										X		



**EXHIBIT A
SCOPE OF SERVICES AND TIMELINE**

**PUTAH CREEK CLEANUPS – FALL AND SPRING
2020 - 2023**

Background

Putah Creek Council has been leading cleanups on Putah Creek since 1988. Every year, Council volunteers turn out in droves to remove illegally dumped items and trash from Putah Creek. Our creek cleanup events bring out more volunteers to the creek than any other project and they are a beloved part of what the Putah Creek Council community does to care for the creek.

Putah Creek Council now does creek cleanups twice a year. The fall cleanup is our most popular and well-attended volunteer event of the year. Held on the third Saturday in September, in conjunction with **Coastal Cleanup Day**, our fall cleanups regularly attract well over 100 volunteers of different backgrounds and interests, and from different communities, to work together in an efficient group effort that benefits fish and wildlife and the environment. Coastal Cleanup Day is the world's largest volunteer day to protect our environment and volunteers from all over Yolo and Solano counties do their part to clean our local waterways and parks. During each of our fall cleanups, volunteers remove thousands of pounds of trash, recyclables and hazardous waste from Putah Creek at several sites between Winters and Stevenson Bridge.

In spring, we do a smaller cleanup focused on removing trash, recyclables, and micro-waste from Winters Putah Creek Nature Park and Dry Creek that has accumulated from high flows during the winter.

Funding for the education component of the cleanups will support outreach to local primary and secondary schools adjacent to Putah Creek, and a “how do you keep your creek clean” art competition that will produce artwork for Putah Creek Cleanup promotions, and public education materials to encourage people to “reduce, reuse, recycle, and repurpose” their waste to keep it out of Putah Creek and the watershed.

Tasks

Task 1 – Coordinate with California Coastal Cleanup and Schedule/Plan Spring Cleanup.

- Attend coordination meetings.
- Coordinate with City of Winters for spring cleanup.

Task 2 - Recruit and Train “Site Captains” for volunteer groups. Conduct School Outreach.

- First aid training.
- Presentations at local elementary and secondary schools.
- Train site captains to record data for Coastal Cleanup reporting.

Task 3 – Conduct Cleanups

Task 4 – Invoicing

Task 5 – Final Report

Annual Schedule

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1		X	X	X	X	X	X	X	X			
2							X	X	X			
3				X					X			
4							X			X		
5							X					



**EXHIBIT A
SCOPE OF SERVICES AND TIMELINE**

**WATERWAYS EDUCATION PROGRAM
2020 - 2023**

Background

The WaterWays outdoor education program, which has been supported by Solano County Water Agency since 2004, has served many thousands of students in Solano County with an engaging water quality, water conservation and watershed stewardship curriculum that aims to get students in Solano County familiar with their watershed and how to protect it. The program offers two in-class lessons and one half-day field trip

During the past few years, WaterWays has transitioned from a spring program to a full school year program and over the next three years will expand to be offered to 4th and/or 5th students at all 56 public schools in Solano County.

During fiscal years 2018-2019 and 2019-2020, Putah Creek Council expanded WaterWays to over 75 classrooms and designed a sustainable water education curriculum using technology and local partnerships with U.C. Davis, the U.S. Bureau of Reclamation, and Solano County Parks. The highlight of the WaterWays program continues to be a popular and robust half-day outdoor education field trip at Lake Solano Park.

The Council's education staff are excited for the continued opportunity to deliver the WaterWays program and expand it even more over the next few years. Our goal is to reach up to 168 classrooms at all public elementary schools in Solano County and offer up to 84 field trips. Emphasis during the next three years will be placed on fine-tuning the classroom curriculum and field trip activities and engaging new partners at U.C. Davis and Solano Community College, e.g., U.C. Davis Center for Community and Citizen Science.

Tasks

Task 1 – Manage the WaterWays Outdoor Education Program

- Act as fiscal agent for the program and administer contracts, subcontracts, provide payroll service, pay vendor invoices, and prepare invoices.
- Prepare quarterly reports and final report.

- Coordinate participation of key WaterWays partners: U.C. Davis Center for Community and Citizen Science, BOR, Lake Solano Park, and Solano RCD School Water Education Program (SWEP).
- Update classroom curriculum and field trip station activities.
- Set classroom lessons and field trips schedules.

Task 2 – Recruit, Train and Supervise WaterWays Assistants, Putah Creek Council Volunteers and WaterWays Partners for Participation in Lessons and Field Trips.

Task 3 – Coordinate with Teachers to Schedule Classroom Lessons and Field Trips.

Task 4 – Conduct Classroom Lessons and Field Trips

Task 5 – Invoicing and Progress Reports

Task 6 – Final Report

Annual Schedule

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	X	X	X	X	X	X	X	X	X	X	X	X
2	X	X	X	X	X			X	X	X	X	X
3	X	X	X	X	X	X	X	X	X	X	X	X
4	X	X	X	X	X				X	X	X	X
5	X			X			X			X		
6							X					

EXHIBIT B

RATE OF COMPENSATION



**One Creek Summer Internships
July 1, 2020 - June 30, 2021**

DESCRIPTION	HOURLY RATE	# HOURS or UNITS	AMOUNT	IN-KIND
Putah Creek Council Staff Labor				
Executive Director	\$ 85.00	20	\$ 1,700.00	
Administrative Assistant	\$ 65.00	0	\$ -	
Stewardship Program Manager	\$ 75.00	133	\$ 9,975.00	
Stewardship Assitant	\$ 65.00	0	\$ -	
Education Program Manager	\$ 75.00	133	\$ 9,975.00	
Education Assistant	\$ 65.00	0	\$ -	
WaterWays Assistants	\$ 19.50	0	\$ -	
One Creek Summer Interns	Lump Sum		\$ 8,800.00	
Putah Creek Council Volunteer Labor¹				
Stewardship Team Members	\$ 30.00	102		\$ 3,060.00
Partner Staff	\$ 45.00	64		\$ 2,880.00
Materials-Supplies-Equipment				
Supplies	Lump Sum		\$ 700.00	
Transportation				
Vehicle Mileage ²			\$ 850.00	
PROGRAM TOTALS			\$ 32,000.00	\$ 5,940.00

¹ In-kind matching funds (labor) contributed by Lake Solano Park and South Fork Preserve Docents, Stewardship Team members, Education volunteers, and One Creek Summer Interns as calculated at the following website:

http://www.independentsector.org/volunteer_time#value. ² Current IRS Standard Mileage Rate for the calendar year.



**Creek Cleanups - Fall and Spring
July 1, 2020 - June 30, 2021**

DESCRIPTION	HOURLY RATE	# HOURS or UNITS	AMOUNT	IN-KIND or MATCH
Putah Creek Council Staff Labor				
Executive Director	\$ 85.00	30	\$ 2,550.00	\$ -
Administrative Assistant	\$ 65.00	16	\$ 1,040.00	\$ -
Stewardship Program Manager	\$ 75.00	80	\$ 6,000.00	\$ -
Stewardship Assistant	\$ 65.00	16	\$ 1,040.00	\$ -
Education Program Manager	\$ 75.00	80	\$ 6,000.00	\$ -
Education Assistant	\$ 65.00	16	\$ 1,040.00	\$ -
WaterWays Assistants	\$ 19.50	0	\$ -	\$ -
One Creek Summer Interns	Lump Sum	0	\$ -	\$ -
Putah Creek Council Volunteer Labor¹				
Community Volunteers	\$ 30.00	500	\$ -	\$ 15,000.00
Stewardship Team, Board Members	\$ 30.00	96	\$ -	\$ 2,880.00
Materials-Supplies-Equipment-Expenses				
Supplies, Food for Volunteers, and First Aid Training	Lump Sum		\$ 2,000.00	\$ -
Transportation				
Vehicle Mileage ²			\$ 330.00	\$ -
PROGRAM TOTALS			\$ 20,000.00	\$ 17,880.00

¹ In-kind matching funds (labor) contributed by Community Volunteers, Lake Solano Park and South Fork Preserve Docents, Stewardship Team members, Education volunteers, and One Creek Summer Interns as calculated at the following website: http://www.independentsector.org/volunteer_time#value. ² Current IRS Standard Mileage Rate for the calendar year for both Putah Creek Council vehicles and staff private vehicles.



**WaterWays Education Program - 105 Classes at 35 Schools and 53 Field Trips
July 1, 2020 - June 30, 2021**

DESCRIPTION	HOURLY RATE	# HOURS or UNITS	AMOUNT	IN-KIND
Putah Creek Council Staff Labor				
Executive Director	\$ 85.00	80	\$ 6,800.00	
Administrative Assistant	\$ 65.00	0	\$ -	
Stewardship Program Manager	\$ 75.00	0	\$ -	
Stewardship Assitant	\$ 65.00	0	\$ -	
Education Program Manager	\$ 75.00	160	\$ 12,000.00	
Education Assistant	\$ 65.00	1345	\$ 87,425.00	
WaterWays Assistants (5)	\$ 19.50	1480	\$ 28,860.00	
Putah Creek Council Volunteer and Other Labor¹				
Putah Creek Council Volunteers	\$ 30.00	530		\$ 15,900.00
US Bureau of Reclamation and Lake Solano Park Rangers	\$ 45.00	265		\$ 11,925.00
Materials-Supplies-Equipment				
Education Materials and Supplies	Lump Sum		\$ 5,000.00	
	Lump Sum			
	Lump Sum			
	Lump Sum			
Transportation				
Buses for Field Trips			\$ 27,828.00	
Vehicle Mileage ²			\$ 5,250.00	
PROGRAM TOTALS			\$ 173,163.00	\$ 27,825.00

¹ In-kind matching funds (labor) contributed by Lake Solano Park and South Fork Preserve Docents, Stewardship and Education Team members, Community Members, and One Creek Summer Interns as calculated at the following website:

http://www.independentsector.org/volunteer_time#value. ² Current IRS Standard Mileage Rate for the calendar year.



BILLABLE RATES 2019 – 2022

2019

Putah Creek Council Staff	Hourly Rate
Executive Director	\$75
Program Manager	\$70
Program Coordinator	\$65
Program/Administrative Assistant	\$60
WaterWays Assistant	\$19

Supplies, Equipment, Expenses
Mileage

At Cost
IRS Annual Reimbursement Rate

2020

Putah Creek Council Staff	Hourly Rate
Executive Director	\$85
Program Manager	\$75
Program/Administrative Assistant	\$65
WaterWays Assistant	\$19

Supplies, Equipment, Expenses
Mileage

At Cost
IRS Annual Reimbursement Rate

2021

Putah Creek Council Staff	Hourly Rate
Executive Director	\$87.50
Program Manager	\$77.00
Program/Administrative Assistant	\$66.50
WaterWays Assistant	\$20.65

Supplies, Equipment, Expenses
Mileage

At Cost
IRS Annual Reimbursement Rate

2022

Putah Creek Council Staff	Hourly Rate
Executive Director	\$90.00
Program Manager	\$79.00
Program/Administrative Assistant	\$67.50
WaterWays Assistant	\$21.50

Supplies, Equipment, Expenses
Mileage

At Cost
IRS Annual Reimbursement Rate