

Progress Report Form

Stormwater Action Monitoring: Effectiveness Studies Stormwater BMPs Maintenance Conditions Evaluation

Send progress report to: Keunyea Song
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1. General Information

Contract Agreement Number: C2200131
Project Title: BMPs Maintenance Conditions Evaluation
Organization: City of Bellevue and Aspect Consulting
Project Manager: Don McQuilliams (Bellevue)
Reporting Period: Quarter 2, 2022: April 1 to June 30, 2022
Date this Form was Completed: 6/28/2022

2. Brief Description of Achievements Quarter 2, 2022: April 1 to June 30, 2022

Task 1: Technical Advisory Committee and Project Administration

Percent of Task Completed: 23%

Deliverable 1A: TAC meeting #1 agenda and minutes
1B: Q1 2022 Progress Report

Description of your Achievements: Convened TAC for first meeting on June 9
Prepared agenda and minutes for TAC meeting
Progress report and invoice for Q1 2022, sent in April
Project management and team coordination

Task 2: Survey of Permittees on BMP Maintenance

Percent of Task Completed: 46%

Deliverable 2A: Final Survey (in progress)

Description of your Achievements: Completed draft survey questions and sent to TAC for review and discussed at TAC meeting #1
Survey is due for completion in late June, distribution in July, and memo in August

Task 3: Research of Published BMP Maintenance Data

Percent of Task Completed: 4%

Deliverable 3A: Draft Technical Memo of Published O&M Data (in progress)

Description of your Achievements: Continued identification of sources of potentially useful publication
Refined search terms and criteria used
Began compiling potentially useful documents, abstracts, and links

Task 4: Interviews of Ecology Staff

Percent of Task Completed: 1%

Deliverable none this period

Description of your Achievements: none this period

Task 5: Pilot Data Analysis of Permittee O&M Data

Percent of Task Completed: 0%

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Deliverable none this period

Description of your Achievements: none this period

Task 6: White Paper

Percent of Task Completed: 0%

Deliverable none this period

Description of your Achievements: none this period

Task 7: Communication Plan

Percent of Task Completed: 12%

Deliverable 7A: Project Schedule (completed)

Description of your Achievements: Completed update to project schedule and transmitted to City on May 24

4. Potential Future Challenges to Performance (time delays, staff changes, etc.):

None at this time

5. General Comments:

6. List the cumulative totals for all "outputs" (numerically measurable accomplishments) under this contract to date:

1A: TAC agendas and minutes: TAC meeting 1

1B: Quarterly progress reports: Q1 2022, Q2 2022

7A: Project Schedule