

Progress Report Form

Stormwater Action Monitoring: Effectiveness Studies Stormwater BMPs Maintenance Conditions Evaluation

Send progress report to: Brandi Lubliner
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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 4, 2022: October 1 to December 31, 2022
Date this Form was Completed:	1/5/2023

2. Brief Description of Achievements **Quarter 4, 2022: October 1 to December 31, 2022**

Task 1: Technical Advisory Committee and Project Administration

Percent of Task Completed:	40%
Deliverable(s)	1A: TAC meeting #2 (completed) 1B: Q3 2022 Progress Report (completed)
Description of your Achievements:	Planned for and held second TAC meeting on November 15 Progress report and invoice for Q3 2022 Project management, budget tracking, and team coordination

Task 2: Survey of Permittees on BMP Maintenance

Percent of Task Completed:	98%
Deliverable(s)	None this period
Description of your Achievements:	Task complete

Task 3: Research of Published BMP Maintenance Data

Percent of Task Completed:	43%
Deliverable(s)	3A: Draft Technical Memo of Published O&M Data (in progress)
Description of your Achievements:	Completed literature search for relevant publications and data Compiled O&M maintenance standards found in literature into database Began data analysis and comparison of maintenance standards Continued preparing memorandum of literature review findings

Task 4: Interviews of Ecology Staff

Percent of Task Completed:	11%
Deliverable(s)	4A Ecology Staff Interview Questions (completed)
Description of your Achievements:	Finished preparing draft Ecology staff interview questions and sent to the TAC for review prior to November meeting Revised interview questions per TAC comments Transmitted interview questions to SAM program coordinator Coordinated with SAM program to identify interviewees and provide written answers to questions to be followed up with online meetings as needed

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

Percent of Task Completed: 0%

Deliverable(s) None this period

Description of your Achievements: Task due to begin in April 2023

Task 6: White Paper

Percent of Task Completed: 0%

Deliverable(s) None this period

Description of your Achievements: Task due to begin in October 2023

Task 7: Communication Plan

Percent of Task Completed: 12%

Deliverable(s) None this period

Description of your Achievements: Task due to restart in March 2023

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

Work on the Study overall is on target with the schedule.

Work on completing Task 3 was delayed several weeks due to an unexpected support staffing change in the fall.

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, TAC meeting 2

1B: Quarterly progress reports: Q1 2022, Q2 2022, Q3 2022

2A: Final Survey

2B: Survey Memo

4A: Ecology Interview Questions