

RSMP Administration and Hiring Process

Proposal Under Consideration by Ecology Management

Ecology has begun figuring out how to fit RSMP administration and implementation with our other work and we are striving to get management approval for hiring/assigning staff in advance of knowing the final Regional Stormwater Monitoring Program (RSMP) budget so that we can be ready to implement the RSMP immediately upon receiving pay-in contributions. Some considerations:

- Ecology hopes to leverage several types of personnel to implement the RSMP by sharing duties of a program manager and contract manager between the RSMP and other, non-RSMP funded activities.
- The opt-out monitoring will require implementation resources, the level of which will not be known until after permittees inform Ecology of their decisions to opt in or out of the RSMP. Permit fees, not RSMP overhead, will be used to pay for implementation of those monitoring requirements.

To that end, we are proposing using a combination of Ecology staff to manage the RSMP. All of these positions would be partially funded from permittee RSMP payments and other fund sources such as permit fees, with proportions to be determined after December 2013 when all permittees have declared their intention to either participate in the RSMP or conduct their own monitoring.

1. RSMP Project Manager (1.0 FTE) – Project position ending July 31, 2018. Recruit and fill October-November 2013. This position would:
 - Be the fiscal and technical point of contact with the SWG.
 - Coordinate and oversee contracts and cost sharing agreements; develop and manage project budgets, scopes of work, and Quality Assurance Project Plans (QAPPs); and coordinate the proposal and selection process for RSMP contractors with the Stormwater Work Group (SWG).
 - Oversee contracts for RSMP work. Coordinate selection process for data collection, analysis, evaluations and reporting results.
 - Coordinate the RSMP with on-going monitoring programs and with monitoring by permittees who choose to conduct their own monitoring in lieu of participating in the RSMP.
 - Provide technical oversight of monitoring by permittees who choose to conduct their own monitoring.
2. Stormwater monitoring technical support (1.0 FTE; two half-time employees, one existing plus one add) – Project position ending July 31, 2018. Recruit and fill Dec 2013/Jan 2014. This position would:
 - Provide technical support to the RSMP project manager in the development of Scopes of Work, RFPs, contracts, and review of contractor work products.
 - Develop QAPPs opt-out monitoring
 - Review QAPPs and reports prepared by permittees conducting their own monitoring
 - Develop monitoring protocols, SOPs, and training materials
 - Oversee site suitability evaluation
 - Provide technical support for workshops
 - Assess stormwater permit monitoring data
3. In addition to the above positions Ecology has identified the need for:
 - Contract/web/administrative support for contract management, publications, meetings and workshops for both the RSMP and other initiatives.
 - Data entry support to support data upload into EIM and other databases by RSMP contractors and permittees conducting their own monitoring.