

File ID: 2026-01048

6/23/2026

[Contract Amendment] Splash Education Program

File ID: 2026-01048

Location: Citywide

Recommendation: Pass a **Motion:** 1) authorizing the City Manager or designee to execute Contract Amendment No.3 to City Agreement No. 2024-1373 with Sacramento Splash to extend the contract term to June 30, 2029, and increase the contract amount by \$605,316 to continue providing public outreach and education efforts regarding stormwater pollution prevention for Fiscal Year (FY) 2026/27 through FY2028/29, bringing the agreement's total not-to-exceed amount to \$990,506; and 2) resetting the City Manager's or designee's authority to issue amendments for the agreement.

Contact: Emma Burke, Project Manager, (916) 808-7157, eburke@cityofsacramento.org; Sherill Huun, Division Manager, (916) 808-1455, shuun@cityofsacramento.org; Dalia Fadl, Director, (916) 808-3765, dfadl@cityofsacramento.org; Department of Utilities

Presenter: None

Attachments:

- 1-Description/Analysis
- 2-Contract Amendment

Description/Analysis

Issue Detail: Staff recommends the City Council approve the contract amendment with Sacramento Splash, to provide stormwater pollution prevention outreach services through FY 2028/29. In accordance with the Central Valley Regional Water Quality Control Board Regional Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit, the City and its partners in the Sacramento Stormwater Quality Partnership (Partnership), that is comprised of the County of Sacramento and the cities of Sacramento, Citrus Heights, Elk Grove, Folsom, Galt, and Rancho Cordova are required to conduct classroom education about the harmful effects of stormwater pollution. This contract is held by the City of Sacramento, but cost-shared with the Partnership agencies listed above to collectively meet the Permit requirement. The use of consultant services provides essential flexibility in meeting these outreach requirements.

Policy Considerations: City Council approval is required for contract amendments of \$250,000 or

more per City Code 3.04.020.

Economic Impacts: None.

Environmental Considerations: The proposed activity is not a project pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(2 and 5). The activities described in this report including a contract amendment for Splash Education Program Services are continuing administrative activities that will not result in direct or indirect physical changes on the environment. This activity is not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

Sustainability: The project is consistent with the 2040 General Plan Policy ERC 1.1 to promote environmental stewardship and pollution prevention activities with outreach, assistance, and incentives for residents and businesses.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: On June 19, 2024, Sole Source Justification 100279 was approved for classroom education of stormwater pollution prevention. Sacramento Splash provides a unique educational program particularly suited to meeting the National Pollutant Discharge Elimination System (NPDES) permit requirements of the City of Sacramento. No other service providers offer this program.

Financial Considerations: The proposed contract amendment is for an amount not to exceed \$605,316, bringing the agreement’s total not-to-exceed amount to \$990,506. Sufficient funding exists in the NPDES Stormwater Program Storm Drainage Fund (I14010200, Fund 6011) and NPDES Stormwater Program, Storm Drainage Fund Reimbursables (I14010200, Fund 6211) in the proposed FY2026/27 budget. Fund breakdown by program is as follows:

	City Share	Partnership Share/Reimbursable
Program 1 - Investigating Vernal Pools		
	100% charges to 6011	N/A
Program 2 - Splash in the Class		
72 city-only presentations	100% charges to 6011	N/A
67 presentations cost shared with the Partnership	33.3% charges to 6011	66.7% charges to 6211

The Partnership will reimburse the City for their cost share amount per the Memorandum of Understanding (MOU), approved by the City Council at the July 31, 2012, council meeting (Agreement No. 2012-0656). The cost of the supplemental agreement will be shared by the City and

the other agencies as follows:

Partnership Cost Sharing	Cost Share %
City of Sacramento (I14010200, Fund 6011)	33.3
County of Sacramento	38.4
City of Citrus Heights	5.9
City of Elk Grove	10.9
City of Folsom	5.2
City of Galt	1.7
City of Rancho Cordova	4.6
Non-City Partnership Total (I14010200, Fund 6211)	66.7%

The table below shows FY2026/27, FY2027/28, and FY2028/29 budgets.

Funding for future fiscal years shall be subject to funding availability in the adopted budgets for the applicable fiscal years in an amount not to exceed \$605,316 over the following three-year term. Purchase orders encumbering funds under this agreement will not be created until needs and funding are identified in the applicable budget (operating, capital, multi-operating, or grants).

	Project No.	Fund No.	FY 2026/27	FY 2027/28	FY 2028/29	Contract Amendment Amount
NPDES Stormwater Program, Storm Drainage Fund	I14010200	6011	\$158,273	\$163,076	\$168,051	\$489,400
NPDES Stormwater Program, Storm Drainage Fund Reimbursables	I14010200	6211	\$37,440	\$38,623	\$39,853	\$115,916
Total			\$195,713	\$201,699	\$207,904	\$605,316

There are no General Funds allocated or planned for this project.

Local Business Enterprise (LBE): Sacramento Splash is an LBE.

Contract Routing Sheet

Payment / Performance Bond Only

General Routing Information

Department: Utilities Department

Contract Coordinator: Jamie McKinley Email: Jmckinley@cityofsacramento.org

Effective Date: _____ Expiration Date: 06/30/2029

Grant/Project Name: Splash Education Program

Other Party: Sacramento Splash

Original Not to Exceed Amount: \$191,030

Assessor's Parcel Number(s): _____

Project Number: I14010200 & I14010201 Bid/RFP/RFP#: SSJ100279

Supplements/Addendums/Change Orders

Adjusted Amount of this Change (+/-): \$605,316 New Not to Exceed Amount: \$990,506

Change In Scope: Yes

Original Contract Number: 2024-1373 Supplement Number: 03

Council Approval

Original Meeting Date: _____ Council File ID: _____

Supplement Meeting Date: 07/01/25 Council File ID: 2025-01226

Processing Information

- Clerk's Office to Mail for Recording
- Return to Dept for Other Party Signature
- Real Estate
- Return to Dept for Recording
- Construction Related
- Additional Originals Attached – Return to Dept.

Add notes/instructions, including any other contract or council file ID numbers related to this agreement:

Council ID for 2024-1373-03: 2026-01048

Signing Authority - Department Directors up to \$100K; \$100K -\$250K City Manager or Assistant City Manager; \$250K+ Council Approval & Council Appointee or designee.

Department Review and Routing

AB 339 Review Confirmation (if needed) Emma Burke May 8, 2026

Sign Construction Mgmt: [Signature] May 8, 2026

Sign Supervisor: Lisa Moretti May 13, 2026

Sign Division Manager: Sherill Huon May 15, 2026
Sherill Huon (May 15, 2026 15:57:21 PDT)

Sign Fiscal: [Signature] May 8, 2026
Gabe [Signature] (May 8, 2026 16:47:12 PDT)

Sign Director of Utilities: [Signature] May 18, 2026
Diana Ford (May 18, 2026 10:53:13 PDT)

CITY OF SACRAMENTO

**CONTRACT AMENDMENT
CHANGE IN SCOPE AND NOT-TO-EXCEED AMOUNT**

The City of Sacramento (“City”) and Sacramento Splash (“Contractor”), as parties to that certain contract designated as Contract Number 2024-1373, including any and all prior amendments modifying the contract (the contract and all amendments are hereafter collectively referred to as the “Contract”), hereby amend the Contract as follows:

1. The scope set forth in Exhibit A of the Contract is amended as follows:

Attachment 4 to Exhibit A and Attachment 3 to Exhibit B, attached hereto and incorporated herein, is added to the scope of services and rates. The contract extended through June 30, 2029. Also, including updated BOTC, tax forms (590 and W-9), and insurance - Certificate of Liability.

2. The maximum not-to-exceed amount that is specified in the Contract for payment of Contractor’s fees and expenses is **increased** by \$605,316, and the Contract’s maximum not-to-exceed amount is amended as follows:

Contract’s original not-to-exceed amount:	\$191,030
Net change by previous amendments:	\$194,160
Not-to-exceed amount prior to this amendment:	\$385,190
Increase by this amendment:	\$605,316
New not-to exceed amount including all amendments:	\$990,506

3. Contractor agrees that the amount specified in section 2 above shall fully compensate Contractor under the Contract, as modified by this amendment, including any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, and costs associated with any changes and/or delays in schedules or in the delivery of other services by Contractor.
4. Contractor warrants and represents that the person or persons executing this contract amendment on behalf of Contractor is duly authorized by Contractor to sign this amendment and bind Contractor to the terms hereof.
5. Except as specifically revised herein, all terms and conditions of the Contract shall remain in full force and effect, and Contractor shall perform as required under the Contract, as modified by this amendment.

[SIGNATURES ON FOLLOWING PAGE]

SUPPLEMENTAL CONTRACT

Approval Recommended By:

Emma Burke

May 8, 2026

Project Manager

Approved As To Form By:

Michael Voss

May 18, 2026

City Attorney

Approved By:

Mackenzie Wiser

May 11, 2026

Contractor

Approved By:

Ryan Moore, Assistant City Manager
City of Sacramento

Attested To By:

City Clerk

SCOPE OF SERVICES Investigating Vernal Pools

This scope of services will support the City of Sacramento's stormwater education program by assisting with public engagement and education through social platforms and by providing the Investigating Vernal Pools program to 4th and/or 5th grade classes at schools within the City of Sacramento. The Splash Education Program (Investigating Vernal Pools (IVP)) was created and refined over many years to serve the watershed education needs of Sacramento wastewater and stormwater agencies.

Projected Outcomes

Projected outcomes include:

1. The Splash Elementary Curriculum is offered to 26 "Participating Teachers" in schools located within the City of Sacramento, all Splash field trips broken down by jurisdiction in an annual report, which is shared with transparency in mind to each municipality. The 26 presentations will all be within the City of Sacramento Jurisdiction.
2. The Splash Elementary Program materials, teacher training, teacher support services, and 1 (4 hour) in-person field trip will be delivered to 26 classes (Grades 4 and/or 5) at schools within the City of Sacramento. Below is a list of many of the participating schools, many of which attend year after year, but this list will not be formalized until September of each year.
 - Prairie, Robla, Leonardo da Vinci, Natomas Park, Barbara Comstock Morse, Phoebe Hearst, Earl Warren, Theodore Judah, Woodlake, Yaw Pem Schaub
3. Free In Person Teacher Training Workshops are provided to all new Participating Teachers, and to any returning Participating Teachers who require it.
 - A 4-hour Teacher Training Workshop for all participating Splash teachers to prepare them for teaching the curriculum. Teachers are invited to the training even if they have attended in the past, most only return if they need help with certain lessons. New teachers to the program are required to attend.
 - Small group training at the school campus for teachers that are unable to make it to the 4-hour training program. We want to make sure we provide all the teachers with comprehensive training to make the field trip experience the most effective.
4. Care and feeding support of the (48+/-) "Critters" in "Critterville." Critterville will be the best way for Splash to build the application of the lessons with students. Critterville is funded through a myriad of different funding sources, only a small portion of this contract will be used to offset some of the expenses of maintaining Critterville.
5. Invoices are submitted to the City of Sacramento for work completed during the previous reporting period until all work is completed or the agreement ends, whichever comes first.

Attachment 4 to Exhibit A

6. A mid-year status report detailing progress during the first six months of the fiscal year is provided to the City of Sacramento by January 30 of each year.
7. An annual report providing program delivery and assessment statistics is provided to the City of Sacramento by no later than June 30 of each year.

Summary of Services

Services under this proposal include labor and expenses to manage the project, including contracting, accounting, and reporting

The balance of the services relates to delivering the Splash Elementary Curriculum and its associated class field trip to the Splash Education Center and vernal pools at Mather Field. Splash will continue to utilize the resources created in 2020/2021 (Virtual Curriculum Package for Splash Teachers). In addition, we provide the full binder of curriculum to each teacher as well.

These services include recruiting, training, supporting, and evaluating both staff and “Participating Teachers” who collaborate in preparing for and executing the Splash Curriculum. The services also include staff that will assist during field trips to guide students through their exploration of the Activity Centers at the Splash Science Center and the vernal pools (out in the field).

Task 1 - Program Administration

The effort to manage the project, including contracting, accounting, and reporting are covered under this task. Sacramento Splash will produce quarterly invoices, one mid-year status report, and one annual report.

Deliverables:

- Invoices submitted to the City at least on a quarterly basis.
- An organization wide annual report detailing program delivery statistics and program assessment will be provided by July 30 each year.
- Audited financial reports will be sent when the organizational audit is conducted.

Task 2 – Implementation of the Curriculum and Outcomes

This task includes development and maintenance of curriculum, materials, and resources integral to the Program, as well as operations and management of the Splash Education Center facility and Critterville. Most of the work conducted under this task relates to providing elementary classes with the Splash Elementary Curriculum, Life in Our Watershed: Investigating Vernal Pools, and Splash has developed a virtual toolkit (Please reference the “Virtual Curriculum Package for Splash Teachers” to learn more about the content that was developed to highlight the important lessons : (stormwater pollution prevention, importance of water quality on habitat, water treatment, blockages lesson, and actions to be taken by each person to ensure water resources and habitat are protected including discussing waste and littering).

Enrolling classes includes recruiting, training, and supporting teachers to use the classroom materials, as well as evaluating the efficacy of the program in teaching basic stormwater quality concepts to the students. These activities will take place according to the following timeline:

September/October : Schedule in-person field trips, ensure teachers feel supported and trained on the “virtual toolkit.”

Begin hiring staff for field trip season, guides for field trips, training and support for staff.

December: Roll out lessons for teachers to begin using in the classroom. Conduct Teacher Training Workshops (live and visits to teachers who cannot attend)

January : Assess pre-program stormwater knowledge in at least half of the classrooms.

February -May : Deliver in-person field trips from the Splash Education Center in Mather Field Vernal Pools.

June Assess post-program stormwater knowledge in at least half of the classes.

Deliverable:

- Summary of classes within the City of Sacramento, which were funded under this contract.

At least 26 classes of 4th and/or 5th graders from schools within the City of Sacramento are expected to participate in the Splash Elementary Program each academic year. Knowing an

Attachment 4 to Exhibit A

exact number is often challenging due to the number of 4th and 5th grade classes in our participating schools. Example: if Robla has 4 or 5 classes this year, we cannot just sign up some of them, we have to offer the program to all the classes. (This is why the number sometimes varies.)

- Summary report analyzing the pre/post assessment results from classes who've attended the program for the year.



Attachment 4 to Exhibit A

Scope of Services SITC

Sacramento Splash (Subcontractor) will present the Splash-in-the-Class program (Program) on behalf of the City of Sacramento (Client) and the Sacramento Stormwater Quality Partnership (SSQP). The Contractor and the Subcontractor will work together to execute the following tasks:

1. Train staff to deliver presentations
2. Provide classroom presentation materials
3. Schedule teachers from each jurisdiction*
4. Report SITC Sacramento County Jurisdiction Numbers

Number of presentations by jurisdiction, the projected number of in-classroom presentations expected each fiscal year.

Jurisdiction	In Person Presentations	% Total
City of Sacramento	31	33.3%
Sacramento County	37	38.4%
Citrus Heights	6	5.9%
Elk Grove	11	10.9%
Folsom	5	5.2%
Rancho Cordova	5	4.6%
Galt	2	1.7%
JA Total Presentations	97	

5. City of Sacramento will receive 72 additional presentations.
6. Solicit feedback from teachers to evaluate the quality of the presentation.
7. Meet with Client upon request, as often as every 3 months during the contract period, to address any issues.
8. Submit to Client three progress reports including a summary of presentations planned and delivered during each reporting period:



Attachment 4 to Exhibit A

9. Submit an invoice to Client for each reporting period. Invoices will separate out SSQP presentations (97) and associated costs and City-only presentations (72) and associated costs.
10. Submit an Annual Report for the contract period on or before June 30 of each fiscal year.
11. Budget for Splash in the Class (Assumes In-Person Presentations)
For purposes of this contract Splash is going to operate under the In-Person presentation mode unless Public Health protocols prevent it.

Fiscal years 2026/27, 2027/28 and 2028/29 projected scopes will include tasks 1-11 as listed above.

Budget & Request for City of Sacramento Splash IVP Program FY 2026-27, 2027-28, 2028-29

INVESTIGATING VERNAL POOLS PROGRAM (IVP)

IVP Personnel

Conducting IVP Field Trips

Task	Loaded Rate	# of Hrs	Of/Per	2026-27		2027-28		2028-29	
				Subtotal	# of Classes	Total	Total	Total	
CEO	\$ 97.57	92	17% FTE for IVP overall * 26/100	\$ 8,976		\$ 8,976	\$ 9,228	\$ 9,486	
Director of Programming	\$ 58.54	49	9% FTE for IVP overall * 26/100	\$ 2,849		\$ 2,849	\$ 2,929	\$ 3,011	
School Field Trip Coordinator	\$ 46.15	10	per class, incl teacher evaluations	\$ 462	26	\$ 11,999	\$ 12,335	\$ 12,680	
Teacher On-Call Support Coach	\$ 46.15	10	per class	\$ 462	26	\$ 11,999	\$ 12,335	\$ 12,680	
Field Guides (8)	\$ 32.66	48	8 staff x 6 hrs ea per class-incl pre/post work	\$ 1,568	26	\$ 40,760	\$ 41,901	\$ 43,074	
Student Pre/Post-Assessment Analysis	\$ 74.99	2	26/100 classes	\$ 117		\$ 117	\$ 120	\$ 124	
Critter Care	\$ 35.96	149	11h/wk year-round (26/100 classes)	\$ 5,348		\$ 5,348	\$ 5,498	\$ 5,652	
Chief Critter Keeper & Permit Management	\$ 51.21	135	FTE overall (25% FTE * 26/100 classes)	\$ 6,924		\$ 6,924	\$ 7,117	\$ 7,317	
Conducting IVP Field Trips Subtotal				\$ 88,972		\$ 91,463	\$ 94,024		

Curriculum Updates & Teacher Training

Curriculum & Standards (NGSS) Updates	\$ 46.15	81	FTE overall (15%*26/100) for 13 lessons & 'Virtual Tool Kit'-updts taking advantage of latest virtual learning platforms	\$ 3,744		\$ 3,744	\$ 3,849	\$ 3,956
Curriculum Document & Website Updates	\$ 74.99	4	26/100 classes	\$ 292		\$ 292	\$ 301	\$ 309
One-Day Teacher Training (PM)	\$ 46.15	38	PM prep (12h)+ conducting (4h ea x 2 teacher group sessions) + ~5 indiv trainings (3.5h ea)	\$ 1,731		\$ 1,731	\$ 1,779	\$ 1,829
One-Day Teacher Training (4 guides)	\$ 32.66	16	4 hrs x 4 field guides conducting...we normally hold 2 teacher group trainings	\$ 523	2	\$ 1,045	\$ 1,074	\$ 1,104
Curriculum Updates & Teacher Training Subtotal				\$ 6,812		\$ 7,003	\$ 7,199	
IVP Personnel Subtotal				\$ 95,784		\$ 98,466	\$ 101,223	

IVP Direct Costs

Printing (e.g. brochures, swag, etc)	\$ 17.00		per class	\$ 17	26	\$ 442	\$ 486	\$ 535
"Critterville" Animal Supplies, Eq & Veterinary Care	26%		total	\$ 1,690		\$ 1,690	\$ 1,859	\$ 2,045
IVP Direct Costs Subtotal				\$ 2,132		\$ 2,345	\$ 2,580	
IVP Total				26	\$ 97,916	\$ 100,811	\$ 103,803	
			per class	\$ 3,766		\$ 3,877	\$ 3,992	

Budget & Request for City of Sacramento Splash SITC Program FY 2026-27, 2027-28, 2028-29

SPLASH IN THE CLASSROOM (SITC) PROGRAM (IN PERSON)

SITC Personnel

Conducting SITC Sessions

Task	Loaded Rate	# of Hrs	Of/Per	2026-27		2027-28		2028-29	
				Subtotal	of Class	Total	Total	Total	
CEO	\$ 97.57	62	3% overall	\$ 6,049		\$ 6,049	\$ 6,219	\$ 6,393	
Director of Programming	\$ 58.54	388	overall for 169/195 classes	\$ 22,686		\$ 22,686	\$ 23,321	\$ 23,974	
SITC Program Manager and Coordinator	\$ 58.54	4	Teacher Coordination, Scheduling and Prep	\$ 234	169	\$ 39,573	\$ 40,681	\$ 41,820	
Splash in the Class Presentations	\$ 39.70	3	per class, incl prep	\$ 119	169	\$ 20,128	\$ 20,691	\$ 21,271	
Conducting SITC Sessions Subtotal				\$ 88,436		\$ 90,913	\$ 93,458		

SITC Curriculum

Splash in the Class Presentation Updates	\$ 40.21	87	for updts taking advantage of latest virtual learning platforms for 169/195 classes	\$ 3,485		\$ 3,485	\$ 3,582	\$ 3,683
Website Updates	\$ 74.99	13	overall	\$ 975		\$ 975	\$ 1,002	\$ 1,030
SITC Curriculum Subtotal				\$ 4,460		\$ 4,585	\$ 4,713	
SITC Personnel Subtotal				\$ 92,896		\$ 95,497	\$ 98,171	

SITC Direct Costs

Printing (e.g. brochures, swag, etc)	\$17.00		per class	\$ 17	169	\$ 2,873	\$ 3,160	\$ 3,476
Demonstration Materials & Eq (e.g. pollutants to add to water)	\$12.00		per class	\$ 12	169	\$ 2,028	\$ 2,231	\$ 2,454
SITC Direct Costs Subtotal				\$ 4,901		\$ 5,391	\$ 5,930	
SITC Total				169	\$ 97,797	\$ 100,888	\$ 104,101	
			per class	\$ 579		\$ 597	\$ 616	

	26/27	27/28	28/29
TOTAL	\$ 195,713	\$ 201,699	\$ 207,904

Projected Budget Over Contract Term

FY 2026/27 funding is \$195,713, to be encumbered after July 1, 2026.
 FY 2027/28 funding is anticipated to be \$201,699 to be encumbered after July 1, 2027.
 FY 2028/29 funding is anticipated in \$207,904 to be encumbered after July 1, 2028.
 Funds are to be encumbered on the above annual basis pending Council approval and confirmation of participation of the Sacramento Stormwater Quality Partnership.