Geosyntec consultants

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28 March 2016

Ms. Cara Meyer, Project Manager
Mountains Recreation & Conservation Authority
570 West Avenue 26, Suite 100
Los Angeles, CA 90065

Subject: Proposal to Provide an Engineering Design Feasibility Study and Implementation Plan for the Puerco Canyon Campground Project

Dear Ms. Meyer:

On behalf of Geosyntec Consultants, Inc., ProjectLine Technical Services, and Thang Le & Associates, we are pleased to submit this proposal to provide the Mountains Recreation & Conservation Authority (MRCA) with an infrastructure feasibility study and implementation plan for Puerco Canyon Campground. Geosyntec has assembled a team to assist the MRCA and Mia Lehrer + Associates understand infrastructure alternatives and make recommendations for project implementation.

Geosyntec is very familiar with the MRCA's vision for Puerco Canyon Campground. We have discussed the project with MRCA and Mia Lehrer + Associates staff on several occasions; performed a site reconnaissance visit on March 16, 2016; and reviewed available reports and resources, including the concept plan, topographic surveys, biological reports, water well tests, and correspondence with Southern California Edison. Geosyntec and its team members understand MRCA's desire to develop this project as envisioned in a cost-effective manner while limiting resource impacts to the maximum extent practicable. Our team's experience developing various infrastructure in and around sensitive natural and cultural resources and navigating complex regulatory requirements makes us uniquely well suited to support MRCA.

Our team welcomes the opportunity to be your consultant and partner in the effort to develop the best possible open space amenity in the Puerco Canyon. We believe in flexibility and we are willing to refine our scope and budget as necessary to maximize our value to this project. If you have any questions, please do not hesitate to contact us at (310) 245-4708 or mhanna@geosyntec.com.

Very truly yours,

Mark Hanna, Ph.D., PE
Project Manager

Daniel Lee
Design Manager

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PROJECT BACKGROUND

Puerco Canyon, acquired by the Mountains Recreation and Conservation Authority (MRCA) in 2014, is a 703-acre property straddling the jurisdictional boundary between the City of Malibu and Los Angeles County unincorporated area. The property's past and current uses have impacted the land in discreet localized areas due to the property's rugged environment. The current disturbed areas generally originated from past farming operations, previously graded pad areas, and unimproved roadways and trails. Focusing on already disturbed areas, the MRCA will improve the property by enhancing its access to the regional network of hiking trails, enhancing the region's fire protection service, providing facilities for day-users, and providing camping facilities for individuals and larger groups. The basis for the project is presented in Mia Lehrer + Associates' concept plan for Puerco Canyon. The concept plan includes access roads, restroom facilities, day use parking, campgrounds, food service, nurse facilities, a caretaker's quarters, and potentially a seasonal fire station. Although electricity was once supplied to the property, the power poles have recently been removed and a current source of power is absent.

The MRCA is interested in understanding the infrastructure feasibility of developing this site to meet the desired uses, including roadway improvements; water service; wastewater management; solid waste management; electrical service; and potential reuse of existing structures.

An overall objective of the project is to develop a safe and cost effective project in a sustainable manner. Roadways need to be improved for vehicular traffic for visitors as well as emergency vehicles for fire protection and other needs. Because the site contains rare and sensitive habitats, and overall it is relatively untouched by developmental impacts, another main objective of the project is to limit the project footprint for roads and utility services, when practicable, to areas already disturbed. Local production of water and power is desired and opportunities exist to offset, in some part, the projects demands with local supplies. If local supplies are not sufficient to meet project needs then water and power services may be obtained from the Las Virgenes Municipal Water District and Southern California Edison, respectively. Wastewater management may be handled in several manners, from on-site treatment, greywater recycling, and septic systems with leach fields. Finally, multiple opportunities are available to manage solid waste streams.

We understand that collaboration with the MRCA and Mia Lehrer + Associates (Project Team) will be key in delivering a successful project. In addition to regular e-mail and phone communications for coordination, we will regularly check in with the Project Team through status meetings and a workshop to review project progress and to engage the Project Team in key decision making throughout the project duration. Our goal is to attain consensus with the Project Team in developing various infrastructure options and recommendations for overall project implementation.

Geosyntc will use regular status meetings, e-mails, and phone calls to maintain open dialogue with the Project Team.

Firm Profiles

GEOSYNTEC CONSULTANTS

Geosyntec Consultants, Inc. (Geosyntec) is known for its innovative work in stormwater and surface water quality management, including Total Maximum Daily Load (TMDL) studies and implementation planning; watershed and stormwater quality modeling; Best Management Practice (BMP) design and assessment; water quality monitoring planning, implementation, and reporting; and development of construction, industrial, and municipal National Pollutant Discharge Elimination System (NPDES) compliance programs. Within the California stormwater practice, Geosyntec frequently leads state-of-the-practice workshops on stormwater management, NPDES requirements, and bacteria compliance strategies, studies, and modeling.

Geosyntec expertly provides innovative approaches in water and natural resource management, complex permitting, and alternative project delivery methods. We regularly partner with regulatory and research institutions to lead state-of-the-art implementation planning approaches for water quality management for municipal, industrial, and construction activities. Our engineers, scientists, and construction managers work closely with our clients to deliver unique infrastructure projects in the natural and built environments. Working for municipal, private, and non-profit entities alike, Geosyntec is well-versed in meeting multiple and varying project demands.

PROJECTLINE

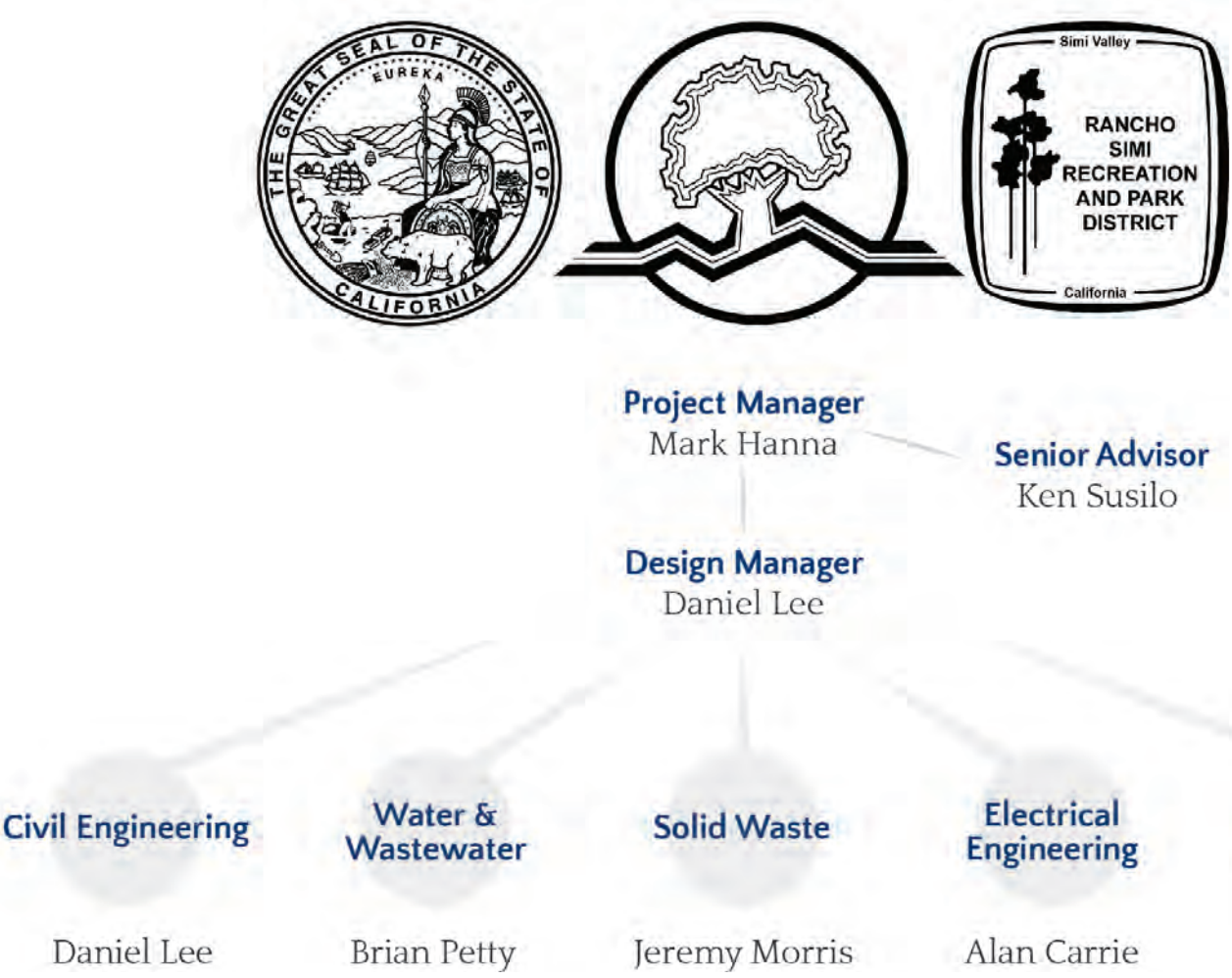
ProjectLine Technical Services (ProjectLine) is a California corporation specializing in professional and technical engineering services for infrastructure projects, including electrical engineering and design as proposed for MRCA's Puerco Canyon project. ProjectLine offers expertise in water, wastewater, energy, transportation, industrial engineering, and information technology infrastructure. ProjectLine clients include the City of Los Angeles, Los Angeles Department of Water and Power (LADWP), Metropolitan Water District of Southern California (MWD), Orange County Sanitation District (OCSD), and Caltrans. ProjectLine is a Caltrans-certified Disadvantaged Women-Owned Business Enterprise and MWD and state-certified Small Business Enterprise (DBE/WBE/SBE).

THANG LE & ASSOCIATES

Thang Le & Associates Structural Engineers, Inc. (Thang Le & Associates) is a structural design firm based in Pasadena that achieves optimal structural solutions for projects of all scales in high seismic regions. Thang Le & Associates combines state-of-the-art tools and years of project experience in a holistic approach to provide customized structural design solutions that consider each aspect of the project delivery process. Through active listening and close collaboration with clients and project partners, Thang Le & Associates provides innovative and practical high-performance solutions

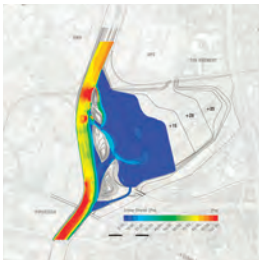
KEY PERSONNEL

Geosyntec, ProjectLine, and Thang Le & Associates have partnered to provide MRCA with a consultant team dedicated to the performance of a thorough feasibility study and to the vision of MRCA for Puerco Canyon Campground. Qualifications of key members of the consultant team are summarized in biographies and explored briefly in accompanying resumes. The consultant team will be led by Dr. Mark Hanna, whose experience delivering complex development projects—especially in sensitive natural environments—will be key to providing quality professional services consistent with the Project Team's expectations. He will be assisted by Daniel Lee, who will serve as Design Manager. Mr. Lee will take responsibility for day-to-day coordination and management of design activities for the consultant team. His experience with similar infrastructure feasibility study projects will be key in coordination and delivery of this multi-discipline study.



MARK HANNA, PHD, PE

Dr. Mark Hanna is a California registered professional engineer with over 20 years of experience in integrated water resources, including water resource planning, urban and open space development, stormwater permitting, master planning, and stormwater design. He has provided hydrologic and hydraulic engineering and managerial oversight for multi-sector clients including governmental agencies, design entities, private developers, and non-profit organizations alike. His most recent experience has been in infrastructure development, facility design, master planning, and feasibility studies centered on site design, water resource management, and natural resources.



Dr. Hanna will serve as the consultant team's project manager. He will oversee the delivery of the feasibility study and ensure that Geoyntec's internal QA/QC procedures are followed. In addition, he will make certain that the conceptual vision developed by the Project Team guides the project throughout its duration.

DANIEL LEE, PE, CCM

Daniel Lee has over 10 years of experience working on a variety of private and public development projects in all phases of the project life cycle, including planning, engineering design, regulatory compliance, and construction management. Mr. Lee's experience focuses on development of land development projects; water infrastructure (treatment, storage, and distribution); and stormwater facilities. Other work experience includes hydrology and hydraulics modeling; stormwater management; infrastructure planning; design of streets, drainage, and sanitary sewer facilities; LEED projects; and 3D BIM projects.

Mr. Lee will serve as the consultant team's design manager. He will be responsible for day-to-day coordination and management of design activities for the Geosyntec team. His experience with similar infrastructure feasibility study projects will be key in coordination and delivery of this multi-discipline study.

KEN SUSILO, PE, DWRE, CPSWQ

Ken Susilo has over 24 years of experience in planning, permitting, engineering, design, hydraulics, hydrology, computer modeling, storm water management, and integrated water resources. He has actively investigated alternative funding and alternative project delivery approaches for project and program implementation. In 2006, Mr. Susilo was recognized as the ASCE Outstanding Civil Engineer in the Private Sector by the Los Angeles Section and State of California. He has conducted projects throughout California, the United States, and internationally in the Pacific Rim region. Mr. Susilo recently served on the WEF Stormwater Steering Committee, co-chairing the subcommittee for Technical Excellence. He is the managing Senior Principal of Geosyntec's Los Angeles office and recently served on Geosyntec's Board of Directors.

Mr. Susilo will serve as senior advisor on the consultant team.

BRIAN PETTY, PE

Brian Petty is a principal in Geosyntec's Southern California operations as well as the leader of Geosyntec's nationwide process engineering group, which provides services in process engineering, water and wastewater treatment, site assessment, field investigations, remediation system design, and remediation system monitoring, installation, optimization, and operation. As part of his process engineering and remedial design experience, Mr. Petty has analyzed the performance of numerous industrial wastewater and environmental remediation systems to evaluate and implement ways to optimize system performance and achieve compliance. Mr. Petty also has extensive experience in conducting feasibility studies, preparing detailed cost analyses, and performance and compliance monitoring.

Mr. Petty will serve as lead water and wastewater engineer for the consultant team

JEREMY MORRIS, PHD, PE

Dr. Morris is an internationally recognized expert with over 18 years of experience in the waste management and renewable energy sectors. He provides strategic advisory services on solid waste planning, including market valuations and feasibility analyses of alternative waste conversion technologies and options for meeting waste diversion and recycling goals. He specializes in feasibility analyses for project development, research reports, guidance manuals, planning, and public communication. He has helped dozens of private and public clients navigate the project development life cycle for new and expanded waste management facilities, providing services from pre-development planning and impact assessment through engineering design and permitting, bidding and procurement, construction, operation, compliance, closure, and post-closure.

Dr. Morris will serve as solid waste and recycling expert on the consultant team.

ALAN CARRIE, PE

Alan Carrie of ProjectLine has more than 25 years of experience in the design of electrical systems, instrumentations and controls, SCADA, and networks for a variety of public infrastructure projects. His design experience includes, substations, switchgear, motor control centers, underground and overhead power distribution, lighting, fire alarms, RTUs, PLCs, HMIs and copper/fiber/wireless/networks. Mr. Carrie regularly conducts site investigation and planning and prepares drawings and specifications for bidding, including electrical single lines, electrical site plans, substation plans and elevations, lighting and receptacle plans, point to point wiring diagrams, cable and raceway schedules, control diagrams, fire alarm riser diagrams, network schematics, P&IDs and instrument lists.

Mr. Carrie will contribute his electrical engineering expertise to the consultant team.

THANG LE, PE

Thang Le of Thang Le & Associates has over 15 years of experience in the structural engineering industry. Mr.Le is a licensed structural and civil engineer in the state of California; he also holds professional licenses in nineteen other states and Alberta, Canada. In addition to his private practice, Mr. Le is an adjunct professor of Civil/Structural Engineering at the California State University at Northridge and Fullerton and an advisor / instructor for Senior Design Practicum at the University of California, Irvine. He has design experience in high-rise buildings, fire stations, hotels, institutional, commercial office, mixed-use, seismic retrofit, and residential projects. Mr. Le has also performed seismic retrofit design for structures and historical buildings throughout California. His vast construction experience is a great asset in construction administration.

Mr. Le will serve as structural engineer on the consultant team.

TASK 1. PROJECT MANAGEMENT, MEETINGS, AND WORKSHOPS

Geosyntec will provide project oversight and control for the consultant team, managing the project from its downtown Los Angeles office. Project management activities will include budget and schedule tracking, close coordination with the MRCA project manager, subcontractor management, timely project communications with the Project Team and monthly invoicing with accompanying status reports.

Geosyntec will prepare for up to four (4) in-person meetings, envisioned as follows::

1. A **kick-off meeting** where Geosyntec and MRCA will discuss project objectives and review project budget, scope, and schedule. A site visit will be arranged during this meeting if not already finalized.
2. A **status meeting** to review project progress and findings from initial site investigation, data collection and review, and regulatory assessment activities.
3. A **workshop** to present and discuss initial development of infrastructure options, recommendations, and potential implementation strategies
4. A **final meeting** in which Geosyntec will present the infrastructure feasibility study and implementation plan.

This task also includes necessary time and coordination for a rigorous QA/QC process, consistent with Geosyntec policy. Each study component (information/data collection; data management, interpretation, and use; engineering design; preparation of plans and specifications; etc.) will be peer reviewed for accuracy. Geosyntec's senior advisors will conduct quality control reviews throughout the duration of the project to confirm that project scope, schedule, and budget requirements are met; they will also corroborate that the project has been performed in accordance with applicable standards of professional care.

TASK 2. INFRASTRUCTURE FEASIBILITY STUDY

The consultant team will develop an infrastructure feasibility study to evaluate the feasibility of various infrastructure options including roads and access improvements, potable and fire water supply, wastewater and solid waste management, power supply, and reuse of existing structures based on the current site concept plan and available information from the MRCA and regulatory and utility agencies. Our approach is to seamlessly collaborate with the Project Team to develop and evaluate reasonable infrastructure options while taking the following into consideration:

- Consistency with project's overall objectives and concept plan;
- Regulatory and construction feasibility and environmental impacts;
- Life cycle cost;
- Operations and maintenance requirements; and
- Reliability.

As part of Task 2, the consultant team will undertake the following analysis for infrastructure evaluations:

- **Data Collection & Review.** We will collect and review available existing records, previous studies, and other relevant information available from MRCA and regulatory and utility agencies. Any critical data gaps will be identified in the feasibility study;
- **Site Visit.** Our team will visit the site to understand and verify existing conditions. One site visit is assumed for key team members;
- **Development/Regulatory Requirements.** We will coordinate with applicable regulatory and utility agencies to summarize relevant infrastructure requirements for this project;
- **Potential Environmental Impacts.** We will perform a qualitative assessment of potential environmental impacts for all infrastructure options; and
- **Life Cycle Cost Opinion.** We will develop a rough order of magnitude life cycle cost opinion for all infrastructure options. The cost opinion will consider initial capital improvement, operations and maintenance, and future replacement/rehabilitation costs.

The infrastructure feasibility study will consist of the following sections, or sub-tasks:

Task 2.1. Roads and Access Improvements

The consultant team will evaluate the current site concept plan for adequate fire access as well as parking and access configurations for the anticipated vehicular traffic. We will meet with the LA County Fire Prevention Department and the LA County Department of Public Works – Land Development Division to confirm current site specific requirements related to fire and site access and parking (e.g., minimum roadway widths and sections, maximum grades, minimum turn radius, turnaround requirements, etc.). We will then analyze the current layout of roads and parking for consistency with current development requirements, while being consistent with the concept plan and minimizing earthwork, drainage, and environmental impacts.

Based on our current understanding of fire access requirements, it is assumed that a separate secondary fire access/egress route is not required for this project and evaluation of such access is excluded from this scope of work. It is also assumed that significant grading of roads and adjacent slopes as well as installation of drainage control facilities will be inevitable to meet development requirements. For the purpose of this feasibility study, we will provide an analysis of current layout of roads and parking configurations, identify problem areas, and provide recommendations for necessary improvements, but evaluation of drainage control facilities is excluded from this scope of work.



The consultant team will evaluate roads and access improvements, potable and fire water supply, wastewater, solid waste management, power supply, and existing structures as part of the infrastructure feasibility study.

Task 2.2. Potable and Fire Water Supply

The consultant team will estimate the total water demand for each site based on the current concept plan including potable and non-potable water demands. Potable water demand may include drinking, cooking, and bathing, while potential non-potable water demand may include toilet flushing, laundry, irrigation, and fire services. We will also evaluate the potential effects of water conservation measures (e.g. composting toilets and water conserving fixtures) as well as potential water reuse opportunities in reducing the total water demand. We will then evaluate feasibility of water supply options for each site including connection to the existing municipal water supply located at Puerco Canyon Road, installation of on-site groundwater wells, installation of on-site wastewater treatment systems for non-potable water production, and combinations of all of these. We will also evaluate for possible integration with wastewater treatment and reuse options. For each option, a conceptual site plan will be developed for analysis.

Based on initial assessments and our experiences from similar projects, fire protection requirements per LA County Fire Prevention Department will likely drive much of the water supply infrastructure sizing and present a key challenge for this project due to the relatively high water pressure and volume requirements for fire protection. Another key challenge is to provide water and maintain appropriate distribution pressures to multiple areas scattered throughout the project site in varying elevations. In particular, Site "C" is relatively remote from Sites "A" and "C" and an optimal solution may require separate distribution pressure zones or even separate water supply and distribution systems. To address these challenges, our evaluation will consider the following approaches:

- Placement (location and elevation) and sizing of storage tanks to maximize on-site distribution system pressure and to store sufficient water for reliable supply of peak total water demand including fire water demand;
- Addition of booster pumps at supply system, distribution system, point of use (e.g., individual facilities with separate fire pumps), or combination thereof to minimize total water infrastructure; and
- If necessary, separate water supply and distribution systems for domestic and fire water services

Task 2.3. Wastewater

The consultant team will estimate the total wastewater demand including diurnal and seasonal variations (peaking factors) in the demand for each site based on the current site concept plan. Based on the estimated wastewater demand, several wastewater treatment/disposal options will be evaluated including septic tanks, connection to the existing municipal sewer system, constructed wetlands, and on-site packaged wastewater treatment systems. For each option, a conceptual site plan will be developed for analysis. In addition, we will evaluate potential opportunities for reuse of treated wastewater for non-potable water uses in accordance with the LA County Department of Public Health Guidelines for Alternate Water Sources – Indoor and Outdoor Non-Potable Uses (February 2016) or discharge of treated wastewater to the site for percolation.

Task 2.4. Solid Waste Management

The consultant team will estimate the expected solid waste generation rate, adjusted for seasonality, based on the current concept plan for the number of facility users, broken down into day visitors and multi-day campers. This evaluation will use data from comparable facilities in California and other western states supplemented with information from the Project Team; no site-specific waste sampling or other data collection will be undertaken. We will also evaluate expected seasonal variability in waste composition in order to assess individual handling protocols for different components of the solid waste streams. We envision that protocols will be based on source separation of waste using a three-bin program:

Green Bin (Organics). Includes food waste, scraps, and fats/oils/grease (FOG) from camp kitchens and other on-site residents as well as grass clippings, brush, and other land-clearing debris from grounds keeping.
Blue Bin (Recyclables). Comprises clean secondary materials, including plastics, paper and cardboard, glass, and metals
Black Bin (Waste). Comprises all residual unrecovered waste for disposal

We will undertake a feasibility study of options for managing the three waste streams, broadly assuming that recyclables and waste residuals will be transported off site while organics

The consultant team will make recommendations on how to incorporate existing historical structures in Puerco Canyon into the final campground site.

potentially will be composted/digested on site. Cured compost/digestate will be used as an on-site soil amendment. The study will include a conceptual layout of on-site waste management systems based on implementing a three-bin program at both day-use and overnight facilities (e.g., optimal number, locations, and sizes of different bins); developing a conceptual plan for on-site collection routing and infrastructure needed for handling and processing of separate waste streams; and a brief assessment of costs and logistics for on-site processing of organics as well as off-site transportation of recyclables and waste. Key to the success of the three-bin program (e.g., avoidance of waste stream contamination) will be development of a facility-specific educational program and outreach materials to inform facility users of the three-bin waste management system's protocols and goals.

Task 2.5. Power Supply

The consultant team will estimate the total electrical loads and evaluate power supply options from Southern California Edison (SCE), solar energy, and a combination thereof. We will coordinate with the project team to identify locations and sizes of proposed facilities (e.g., office and maintenance facilities, pumps/lift stations, electric vehicle charging stations, etc.) as necessary to estimate total electrical loads. This evaluation will consider up to three (3) combinations of total electrical loads based on different water and wastewater infrastructure options as well as other major power factors (e.g., outdoor lighting). In addition, this evaluation will include the following:

- Approach for telecommunications
- Power supply approach for fire pumps (electric vs diesel)
- Backup power requirements
- Conceptual layout (figures) of major power infrastructure elements
- Evaluation of overhead vs below grade power lines
- Tabulation of electrical loads and conceptual single line diagram

Task 2.6. Existing Structures

The consultant team will assess conditions of the existing structures and concrete pads at the project site for potential reuse based on proposed use, field investigations, current structural and seismic design standards, and feasibility of permitting. The evaluation will include recommendations and rough order of magnitude cost opinion for retrofit options, if feasible. The evaluation will also include recommendations for reuse or recycling of existing building materials not

suitable for proposed use.

TASK 3. IMPLEMENTATION PLAN

After the development of infrastructure options and feasibility evaluations (Task 2), we intend on reviewing and discussing the options with the project team in a work shop setting to attain a consensus on various infrastructure options and to discuss the overall project implementation ranging from preliminary and final designs, to project approvals and permits, and to project construction and phasing. We will summarize our final recommendations in an "Implementation Plan" as a section of the Infrastructure Feasibility Study. The Implementation Plan will include the following recommendations for each infrastructure evaluated:

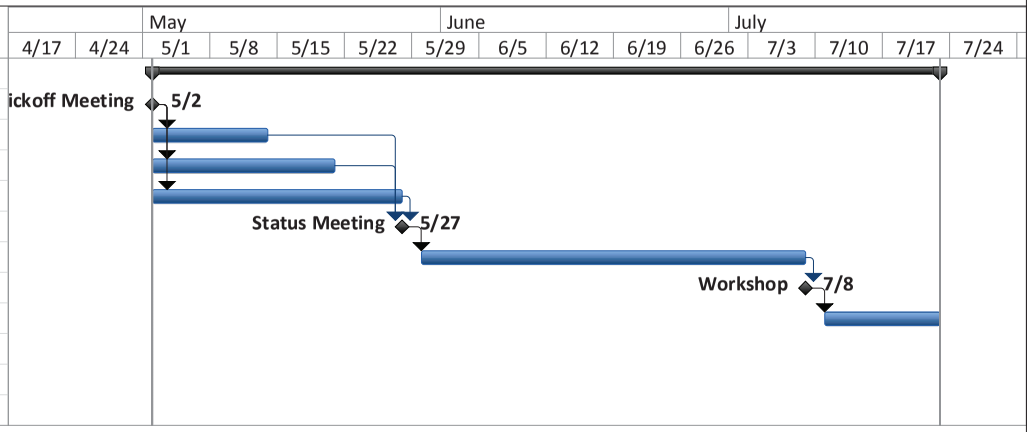
- Preferred infrastructure options
- Outline of next steps for planning, design, and approvals
- Discussion of construction phasing and constraints

Table 1. Fee Proposal by Professional Category and Task

		Senior Principal	Principal	Senior Professional	Project Professional	Professional	Senior Staff Professional	Staff Professional	Designer	Project Administrator			
		$240	*$222*	*$202*	*$180*	*$158*	*$138*	*$118*	*$130*	*$62*	Geosyntec	Subconsultants	Total by Task
1.0	Project Management, Meetings, & Workshops	24	8	76	0	0	0	20	0	6	$25,620	$0	$25,620
2.0	Infrastructure Feasibility Study	2	18	92	0	86	168	72	24	0	$71,448	$26,037	$97,485
2.1	Roads and Access Improvements	2	0	66	0	0	0	69	0	0	$21,954	$0	$21,954
2.2	Potable and Fire Water Supply	0	9	2	0	43	68	0	6	0	$19,360	$0	$19,360
2.3	Wastewater	0	9	2	0	43	60	0	6	0	$18,256	$0	$18,256
2.4	Solid Waste Management	0	0	12	0	0	40	0	12	0	$9,504	$0	$9,504
2.5	Power Supply	0	0	8	0	0	0	2	0	0	$1,852	$19,602	$21,454
2.6	Existing Structures	0	0	2	0	0	0	1	0	0	$522	$6,435	$6,957
3.0	Implementation Plan	10	2	22	4	0	4	21	0	12	$11,782	$2,893	$14,675
4.0	Other Direct Costs	0	0	0	0	0	0	0	0	0	$1,500	$0	$1,500
	Total by Individual	***36***	***28***	***190***	***4***	***86***	***172***	***113***	***24***	***18***	***$110,350***	***$28,930***	***$139,280***

Puerco Canyon Feasibility Study

ID	Task Name	Duration	Start	Finish
1	**Puerco Canyon Feasibility Study**	**12 wks**	**Mon 5/2/16**	**Fri 7/22/16**
2	Kickoff Meeting	0 wks	Mon 5/2/16	Mon 5/2/16
3	Site Investigation	2 wks	Mon 5/2/16	Fri 5/13/16
4	Data Collection and Review	3 wks	Mon 5/2/16	Fri 5/20/16
5	Regulatory Assessment and Meetings	4 wks	Mon 5/2/16	Fri 5/27/16
6	Status Meeting	0 wks	Fri 5/27/16	Fri 5/27/16
7	Development of Infrastructure Options	6 wks	Mon 5/30/16	Fri 7/8/16
8	Workshop	0 wks	Fri 7/8/16	Fri 7/8/16
9	Final Feasibility Study	2 wks	Mon 7/11/16	Fri 7/22/16
10				
11				
12				



Project: Puerco Canyon Feasibility
Date: Thu 3/24/16

Task		External Tasks		Manual Task		Finish-only	
Split		External Milestone		Duration-only		Deadline	
Milestone		Inactive Task		Manual Summary Rollup		Progress	
Summary		Inactive Milestone		Manual Summary			
Project Summary		Inactive Summary		Start-only			