

REQUEST FOR PROPOSALS

NEPA Compliance

Northern Integrated Supply Project

1.0 GENERAL

The Northern Colorado Water Conservancy District (NCWCD), acting by and through the Northern Integrated Supply Project Water Activity Enterprise, has completed a study of alternative plans to develop an additional water supply for several growing communities and water districts in Northern Colorado. The implementation of one or more of these alternatives may require the U.S. Army Corps of Engineers (COE), which is the lead Federal agency for this project, and other federal agencies to take some form of discretionary federal action for which National Environmental Policy Act (NEPA) compliance is required. Therefore, the COE and NCWCD are requesting proposals from qualified consulting firms to assist the COE and the NCWCD in NEPA and Clean Water Act 404(b)(1) Guidelines compliance. NEPA requires that an Environmental Impact Statement (EIS) must be prepared by the lead agency or a contractor/consultant selected and supervised by the lead agency.

2.0 BACKGROUND

The NCWCD has completed “Phase II Alternative Evaluation ” study for the Northern Integrated Supply Project (NISP). A copy of the Executive Summary of that report is included in this Request for Proposals (RFP)(See Section 9.0 Attachments). It provides a good overview and background of the NISP and the Phase II Alternative Evaluation.

3.0 SERVICES TO BE PERFORMED

- 3.1 Scoping
- 3.2 Public Involvement
- 3.3 Coordination
- 3.4 Records Maintenance
- 3.5 Data Collection
- 3.6 Analysis of Environmental Impacts
- 3.7 404(b)(1) Analysis
- 3.8 Prepare Draft EIS
- 3.9 Prepare Final EIS

4.0 MATERIALS TO BE FURNISHED (AS NECESSARY)

- 4.1 NISP Phase I Studies (Table 1-2. Phase II Alternative Evaluation, January 2004)
- 4.2 U.S. Corps of Engineers, Clean Water Act 404 (b) (1) Guidelines documents and information
- 4.3 CEQ Regulations Implementing the Procedural Provisions of the NEPA
- 4.4 Other information and guidance as necessary to complete the NEPA document and process

5.0 SUMMARY OF DELIVERABLES

- 5.1 Summary Report for Scoping Meetings
- 5.2 Detailed “Plan and Schedule for Completion”
- 5.3 Public Involvement Strategy and Plan
 - 5.3.1 Draft newsletters
 - 5.3.2 Public meeting summary reports
- 5.4 Summary Reports for Agency Coordination
- 5.5 Proposed Outlines of Each Technical Memoranda of Analyses
- 5.6 Technical Memoranda/Reports of Analyses (as necessary per COE)
 - 5.6.1 Hydrology
 - 5.6.2 Water Quality
 - 5.6.3 Wetlands
 - 5.6.4 Aquatic Life
 - 5.6.5 Soils
 - 5.6.6 Vegetation
 - 5.6.7 Wildlife
 - 5.6.8 Aesthetics
 - 5.6.9 Geology, Seismicity
 - 5.6.10 Geomorphology
 - 5.6.11 Cultural Resources (including Native American Consultation)
 - 5.6.12 Transportation
 - 5.6.13 Noise
 - 5.6.14 Air Quality
 - 5.6.15 Threatened and Endangered Species
 - 5.6.16 Land Use
 - 5.6.17 Socio-Economics
 - 5.6.18 Recreation
 - 5.6.19 Energy
 - 5.6.20 Construction Issues
 - 5.6.21 Growth Impacts
 - 5.6.22 Safety
 - 5.6.23 Hazardous wastes/materials
 - 5.6.24 Environmental Justice
 - 5.6.25 Impacts on Other Projects and Plans
- 5.7 Draft Biological Assessment (Draft BA)
- 5.8 Final Biological Assessment (based on comments on Draft BA)
- 5.9 Draft Cultural Resources Report (Draft CRR)

- 5.10 Final Cultural Resources Report and Programmatic Agreement (based on comments on Draft CRR)
- 5.11 Preliminary Draft EIS
- 5.12 Draft EIS
 - 5.12.1 Cover sheet
 - 5.12.2 Summary
 - 5.12.3 Table of contents
 - 5.12.4 Purpose of and need for action
 - 5.12.5 Alternatives including the proposed action
 - 5.12.6 Affected environment
 - 5.12.7 Mitigation and Monitoring Report
 - 5.12.8 Environmental consequences
 - 5.12.9 List of preparers
 - 5.12.10 Distribution list
 - 5.12.11 Index
 - 5.12.12 Appendices
- 5.13 Prepare draft responses to Draft EIS
- 5.14 Final EIS

6.0 SCHEDULE

- 6.1 Contractor submits draft “Plan and Schedule for Completion” within 30 days of award of contract
- 6.2 Estimated completion time is 30 months

7.0 SUBMITTAL REQUIREMENTS

- 7.1 Proposals due Friday April 30, 2004, 12:00 noon to:
 - Carl Brouwer or Don Carlson
 - Northern Colorado Water Conservancy District
 - 220 Water Avenue
 - Berthoud, Colorado 80513
 - Phone: 970-532-7700
- 7.2 A pre-proposal meeting will be held at 1:30 PM on April 8, 2004 at NCWCD Offices. 220 Water Avenue, Berthoud, Colorado
- 7.3 Submit ten (10) copies of the technical proposal. Submit separately ten (10) copies of the cost proposal. The cost proposal shall identify all tasks and corresponding hours and costs for each task.
- 7.4 Technical proposals shall not exceed 30 typewritten pages, excluding appendices that should include resumes, company information, etc.
- 7.5 Proposal contents:
 - 7.5.1 Cover letter
 - 7.5.2 Understanding of project
 - 7.5.3 Approach
 - 7.5.4 Experience

- 7.5.5 Statement of willingness to sign a statement indicating no financial interest in outcome of project
- 7.5.6 Statement summarizing work previously completed for the applicant (MS-NCWCD) on NISP or work that could be utilized for this EIS
- 7.5.7 References for similar projects
- 7.5.8 Appendices
- 7.5.9 Costs (separate document)

8.0 SELECTION PROCESS

- 8.1 RFP issued April 2, 2004
- 8.2 Proposals due April 30, 2004 (12:00 noon)
- 8.3 Finalists selected by May 14, 2004
- 8.4 Interviews and selection during week of May 24, 2004
- 8.5 Negotiation prior to June 3, 2004
- 8.6 Award of contract June 11, 2004
- 8.7 Interview Team
 - 8.7.1 NCWCD – Mr. Carl Brouwer, Mr. Don Carlson, Ms. Valery Flory, Ms. Nicole Seltzer, Mr. Alan Berryman
 - 8.7.2 NISP Participants – (To be determined)
- 8.8 Selection Criteria
 - 8.8.1 Compliance with applicable federal guidelines for NEPA contractors
 - 8.8.2 Personnel qualifications
 - 8.8.3 Relevant experience of the firm/team
 - 8.8.4 Proposed technical approach
 - 8.8.5 Cost proposal
- 8.9 The NCWCD reserve the right, at their sole discretion, to reject any or all proposal(s), to negotiate with any qualified firm, and to cancel in part or in its entirety this request for proposals. The receipt of proposals shall not in any way obligate the NCWCD to enter into a contract of any kind.
- 8.10 The NCWCD shall not be responsible in any manner for the costs associated or incurred with the preparation and submission of the proposals.
- 8.11 The Interview Team will rank consultant teams after proposals and interviews and the COE shall have the authority to make the final decision on the selection of the contractor.
- 8.12 Included with this request for proposals is a Consulting Services Agreement with the NISP Enterprise that the consultant will be required to execute. The consultant should review this Agreement and indicate whether or not the contractual terms are acceptable. If modifications to the Agreement terms are requested, then the consultant must provide suggested revisions to the Agreement terms as part of the proposal. The NISP Enterprise reserves the right to reject any and all proposals to modify the terms of the Consulting Services Agreement.

9.0 ATTACHMENTS

- 9.1 Executive Summary, Phase II Alternative Evaluation, Northern Integrated Supply Project, January 2004 on CD
- 9.2 Consulting Services Agreement