



RFP Review Committee Recommendation Memo

Date: August 10, 2023

To: Upper Clear Creek Watershed Association Membership

FROM: UCCWA RFP Review Committee - PROFESSIONAL ENGINEERING SERVICES FOR UPPER CLEAR CREEK WATERSHED PLAN 2023

SUBJECT: Recommend to UCCWA members that UCCWA enter into a contract for professional engineering services with RESPEC with subcontractor Pinyon Environmental, Inc.

SUMMARY OF ACTION REQUESTED: After careful review of three proposals submitted during the request for application period for professional engineering services to update the Upper Clear Creek Watershed Plan, the review committee recommends the selection of RESPEC with Pinyon Environmental, Inc. as the subconsultant. RESPEC's proposal is for a full plan. They have excellent qualifications and were the lowest bid. They offer an additional grant support service, including grant-finding research, grant preparation, and grant administration support to supplement the funding of the updated UCCWA plan. This add-on service comes at an additional cost of \$2,977.

RECOMMENDED EFFECTIVE DATE: To be determined during the contracting process.

COST IMPACTS: The total contract including additional grant writing services is \$123,879.00.

PURPOSE / BACKGROUND: The Upper Clear Creek Watershed Association is looking to update the Upper Clear Creek Watershed Plan Update 2014 for the watershed located from the Continental Divide downstream to Golden, including all tributaries. The original plan was created in 2005, amended in 2006, and revised in 2014. The existing 2014 plan is nearing the end of its life.

The intent is to create a new Watershed Plan based on EPA guidance, an evaluation of projects completed to date, highlight impacts from sediment and nutrients in addition to metals, add wildfire planning as it relates to water quality, reevaluate the current watershed health, and develop a list of new projects that will be beneficial to the watershed. This Plan should be completed in such a manner that it can be used for grant applications, watershed planning, and reference.

COMMITTEE RECOMMENDATION: UCCWA enter contract with RESPEC with subcontractor Pinyon Environmental, Inc, to include grant writing services, for a total contract award of \$123,879.00. This award will be contingent on the success in acquiring grant monies to support the full contract payment on the final plan deliverable. Matching monies from UCCWA for grant writing purposes will not exceed \$62,000 and are to be applied to the contract amount. The matching money would be allocated from UCCWA reserve savings, after use of the remaining Contingency budget line item in the UCCWA 2023 budget.