

Agenda Item: 6.

## MEMORANDUM

TO: SSWP Ad Hoc Consultant Selection Subcommittee

FROM: Lori Ann Laster, Stormwater Management Engineer

SUBJECT: Review and Recommendation on Initial Screening of Proposals for Consultant Selection Interviews

DATE: November 5, 2016

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In October 2016 the Board of Directors approved an Interlocal Agreement for the creation of the Southern Sarpy Watershed Partnership (SSWP).

This group was created between Bellevue, Gretna, Papillion, Springfield, Sarpy County, and the District to form initial policies for development Southern Sarpy County and to determine what the planning needs are for this watershed. Unlike the Papillion Creek Watershed, the Southern Sarpy Watershed has very little data with regards to hydrology, hydraulics, and water quality. The need to develop a comprehensive watershed management plan is the top priority of the new SSWP.

As the administering agent for the SSWP, the District has solicited proposals (see attached RFP) for professional service to develop the watershed management plan. The plan will require analysis of various elements in the watershed including:

- Hydrologic/Hydraulics Analysis
- Floodplain Mapping
- Stream Stabilization/Restoration
- Peak Flow Reduction
- Water Quality
- Resource Inventory

The following firms submitted proposals to develop the Southern Sarpy Watershed Management Plan:

- FYRA Engineering
- HDR Engineering
- JEO Consulting Group/ CH2M

**Management recommends that the Subcommittee recommend to the Board of Directors that FYRA Engineering, HDR Engineering, and JEO Consulting Group with CH2M be interviewed by the subcommittee on December 1, 2016.**

Memorandum

To: Interested Engineering Consultants

From: John Winkler, General Manager

Date: October 14, 2016

Re: Request for Proposals for the Southern Sarpy Watershed Partnership - Southern Sarpy Watershed Management Plan

**Proposals Received by: November 3, 2016**

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The Papio-Missouri River NRD is seeking proposals from firms qualified to provide professional services to assist in the preparation of a Southern Sarpy Watershed Plan (Plan). The Southern Sarpy Watershed Partnership (SSWP) was created in early 2016 to establish the framework for a stormwater management program and to develop and implement a watershed management plan.

The attached map shows the Southern Sarpy Watershed as well as the major drainage basins: Buffalo Creek, Springfield Creek, and Zwiebel Creek. Overall the proposed project includes: performing hydrologic analysis and hydraulic analysis; delineating floodplain and floodway boundaries; assessing health of stream channels; and developing a watershed management plan with stakeholder input.

**Purpose**

The Papio-Missouri River NRD is requesting proposals from firms qualified to provide professional services to assist in the preparation of a Southern Sarpy Watershed Management Plan (Plan). The land use in the watershed is primarily agricultural located around the urbanized communities of Bellevue, Gretna, Papillion and Springfield. The Plan will be watershed-based and evaluate and provide direction for three (3) major drainage basins: Buffalo Creek, Springfield Creek, and Zwiebel Creek.

**Background**

Buffalo Creek Basin drains approximately 25.8 square miles, and includes the city of Gretna near its headwaters. Buffalo Creek flows in a southeasterly direction before it enters the Platte River downstream of Louisville. Current land use in the basin is predominately agricultural with pockets of commercial and industrial development along the Interstate 80 (I-80) corridor. Growth in the Buffalo Creek Basin is predicted

to be predominately residential northwest of the I-80 and along Highway 31 with some industrial and commercial growth occurring along highway and interstate corridors.

Springfield Creek drains approximately 17.8 square miles, and includes the entire city of Springfield. Turtle Creek is a right-bank tributary and flows into Springfield Creek south of Springfield. Springfield Creek flows in a southerly direction before it enters the Platte River downstream of Louisville. Besides the urbanized portion of Springfield, the land use is agricultural with commercial development along the Highway 50 corridor. Anticipated residential growth is planned north and east of Springfield with commercial and industrial growth along both sides of Highway 50.

Zwiebel Creek drains approximately 15.6 square miles and is located in an unincorporated portion of Sarpy County. The main channel Zwiebel Creek flows in a southerly direction and enters the Platte at Cedar Island. An unnamed right bank tributary travels in a southeasterly direction to its confluence with Zwiebel Creek east of 63<sup>rd</sup> Street and south of Platteview Road. Land use is agricultural with some residential estates. The growth development in this basin is predominately residential.

### **Watershed Plan Framework**

Currently, no watershed plan exists for the Southern Sarpy Watershed. Creating such a plan will require a phased approach. The watershed plan would include the following:

- **Hydrologic/Hydraulics Analysis.** Update Buffalo, Springfield, and Zwiebel Creeks with a detailed hydrologic/hydraulic analysis and provide an approximate method for all other tributary drainages in Southern Sarpy County to reflect current and 2055 conditions. The watershed plan would not update the Elkhorn and Platte Rivers analyses. Peak flow and water levels would be defined for drainage areas less than 1 square mile.
- **Floodplain Mapping.** Create flood hazard maps to outline flood risk in Buffalo, Springfield, and Zwiebel Creeks. This effort would create floodplain mapping that could be used by FEMA to map flood hazards. Base flood elevations and profiles would be generated for Buffalo, Springfield, and Zwiebel Creeks for the FEMA designated design storms.
- **Stream Stabilization/Restoration.** Evaluate degrading stream channels and banks and define locations for grade and bank stabilization and stream restoration to restore the natural state and function of the river system in support of biodiversity, recreation, flood management, and landscape development along Buffalo, Springfield, and Zwiebel Creeks.
- **Peak Flow Reduction.** Evaluate regionalizing the location of stormwater detention facilities to provide multi-purpose benefits along with cost-effective solutions in Buffalo, Springfield, and Zwiebel Creek Basins. Define location, size, and key elevations for proposed facilities.

- Water Quality. Evaluate regionalizing water quality basins to control the first ½ inch of stormwater runoff from development in Buffalo, Springfield, and Zwiebel Creek Basins. Define location, size, and key elevations for potential water quality basins.
- Resource Inventory. Identify environmentally sensitive areas in Southern Sarpy County and develop plans to restore and protect these areas. A soil, water, and plant resource inventory would identify and classify naturally occurring resources along with problem areas.
- Regulatory Assessment. Identify issues related to threatened and endangered species and other environmental regulations that may impact future projects in the watershed. This assessment would include coordination with multiple agencies at the state and federal agencies.
- Stakeholder Engagement. Work with community stakeholders throughout the planning process to gather input and garner support of the plan.

### **Scope and Schedule of Work**

The SSWP's approach is to divide the Plan development into three (3) planning phases:

- Phase I – Preliminary Watershed Assessment, Baseline Hydrology, and Watershed Management Plan Framework (2 year Schedule)
- Phase II – Baseline Hydraulics, Preliminary Floodplain Mapping, and Draft Watershed Management Plan (2 year Schedule)
- Phase III –Final Watershed Management Plan (1 year Schedule)

### **Instructions**

All proposals must follow the format outlined in this request for proposals (RFP). Failure to do so may result in disqualification of the consultant's proposal. For the purposes of this RFP, a page shall mean one printed side of a sheet of paper. The RFP may include a front and back cover page (no plastic covers please). Do not include any divider pages. Proposals may be printed single sided (one page per sheet of paper) or double sided (two pages per sheet of paper). If interested, the following information should be submitted with the proposal:

- 1) **A letter of interest not to exceed two (2) 8 ½ x 11 pages. Include the firm name, address, telephone number and email address, the year the firm was established, any previous names for the firm and a list of the types of services for which the firm is qualified,**

- 2) **The body of the proposal not to exceed ten (10) 8 ½ x 11 pages and three (3) 11 x 17 pages. General overview of firms understanding of the project and approach to the project.**
- 3) **A description of the project organization not to exceed two (2) 8 ½ x 11 pages. Including the names of the principals of the firm, the names of the personnel expected to be utilized including any sub-consultant personnel and the specific project contact person,**
- 4) **A List of not more than four (4) similar projects completed by the firm within the last 5 years. Each project description shall be limited to one (1) 8 ½ x 11 page (maximum of 4 pages),**
- 5) **Resumes for up to seven (7) key personnel. Resumes shall include their workplace location, a description of their relevant experience, length of time with the firm applicable licensures and registrations, and their proposed role in the project. Resumes shall be limited to one (1) 8 ½ x 11 page per resume (maximum of 7 pages).**
- 6) **Proposed schedule of completion not to exceed one (1) 11 x 17 page.**
- 7) **Proof of professional liability insurance in the amount of \$1,000,000 not to exceed one 8 ½ x 11 page.**

Selection factors for the project will include the following:

- 1) **Project understanding and approach,**
- 2) **The project organization, adequacy of available staff, location of personnel relative to the project location and the proposed schedule of completion,**
- 3) **Similar projects completed by the firm,**
- 4) **Qualifications of the professional personnel and staff members,**

This RFP for consulting services is a qualifications based selection process. The price for consulting services shall be negotiated during the scoping process and should not be included in the proposal. Estimates of probable cost of alternatives included in the proposal may be listed in the proposal. All consultant firms, submitting proposals, must be available to initiate work upon notice to proceed.

An Ad Hoc Subcommittee of the District's Board of Directors will be responsible for reviewing and evaluating the proposals. Final selection of the firm to perform such services will follow timetable below:

Date	Description
October 14, 2016	Mail out RFP to engineering consultants
November 3, 2016	Final date for receipt of proposals
November 7, 2016	Ad-Hoc Subcommittee meeting on the initial screening of proposals received.
November 11, 2016	Send letter to selected firms notifying them of the interview time and date.
December 1, 2016	Ad-Hoc Subcommittee meeting to interview selected firms. Subcommittee will rank each firm by preference.
December 8, 2016	Ad-Hoc Subcommittee meeting to negotiate contract with first choice firm.
January 12, 2017	District Board of Directors adopts Subcommittee recommendation on entering into a contract with the selected engineering consulting firm.

**Interested firms should submit ten (10) printed copies and one (1) electronic copy of their proposal to the District's Omaha office, located at 8901 South 154<sup>th</sup> Street, Omaha, Nebraska 68138, no later than 2:00 pm on November 3, 2016.**

Inquiries regarding this matter may be addressed to Lori Laster at [llaster@papiionrd.org](mailto:llaster@papiionrd.org). Papiio Missouri River NRD staff may be reached by telephone at 402-444-6222.

Cc: Southern Sarpy Watershed Management Plan Consultant Selection Subcommittee:

David Klug, Chairperson

Ron Woodle

Patrick Bonnett

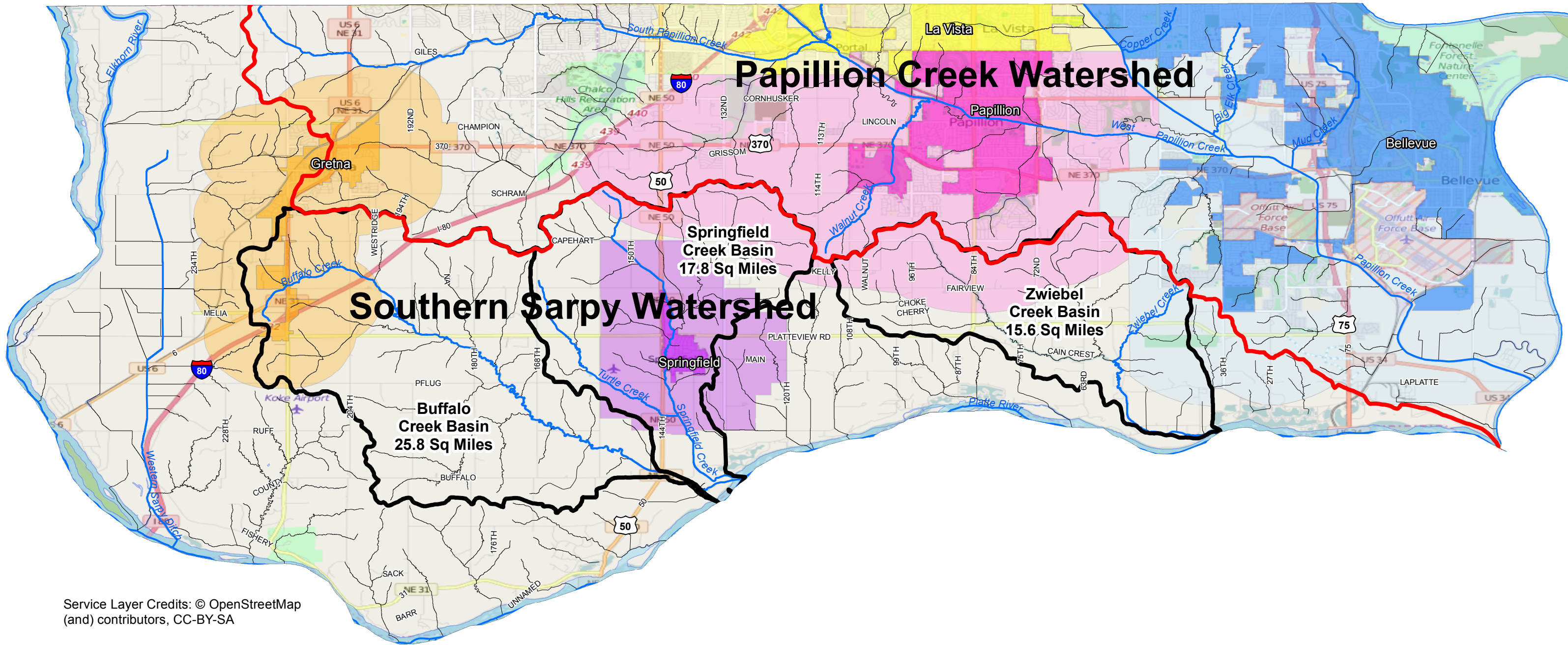
Jim Thompson

John Conley

Rich Tesar, Alternate

LEGEND

- Named Streams
- Unnamed Streams
- Papillion Creek Watershed
- Drainage



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SOUTHERN SARPY COUNTY

FIGURE 1

SARPY COUNTY