

Memorandum

To: Davis Creek Watershed WFPO Project Professional Services
Ad-Hoc Consultant Selection Subcommittee

From: Terry Schumacher, Land & Water Program Coordinator

Date: October 8, 2021

Re: Review and Recommendation on Professional Services Agreement with
JEO Consulting Group for the Davis Creek Watershed WFPO Project

On September 7, 2021, the Ad Hoc Consultant Selection Subcommittee selected JEO Consulting Group to provide professional services necessary for the Davis Creek Watershed WFPO Project in Burt and Washington Counties in accordance with Natural Resources Conservation Service (NRCS) guidelines. The Project will consist of preparing a Preliminary Investigation Feasibility Report (PIFR) and, if funded by NRCS the preparation and implementation of a Watershed Work Plan.

JEO Consulting Group and District staff have discussed and prepared a professional services agreement with a scope of services, time, and cost estimate for the project, which will be divided into phases. The agreement for a maximum fee of \$28,530.00 will include professional services necessary to complete the Preliminary Investigation Feasibility Report (PIFR), see attached scope, fee, and schedule. If the PIFR is approved and accepted by NRCS the next phase would be preparation and implementation of the Watershed Work Plan which will be handled by a later amended professional services agreement with JEO Consulting Group.

Management recommends that the Subcommittee recommend to the Board that the General Manger be authorized to execute a professional services agreement with JEO Consulting Group for the Davis Creek Watershed WFPO Project, for a maximum fee of \$28,530.00 (Phase 1), subject to changes deemed necessary by the General Manager and approval as to form by District legal counsel.



Attachment 1 to Exhibit "A"

Scope of Services

Davis Creek Watershed WFPO Project

JEO Project No. 210643.00

October 2021

PROJECT UNDERSTANDING AND OBJECTIVE

Reducing sedimentation, stabilizing incising streams, and flood risk reduction are priorities for the Papio-Missouri River Natural Resources District (P-MRNRD) within the Davis Creek Watershed, which includes Hill Creek and New York Creek. Reducing erosion will also reduce operation and maintenance cost for the downstream Burt-Washington County Drainage District (BWDD) that is subject to constant removal of sediment within their infrastructure. Development of the Davis Creek Preliminary Investigation Feasibility Report (PIFR) is the first step to obtaining Natural Resources Conservation Service (NRCS) cost share for planning, design, and construction through the Watershed and Flood Prevention Operations (WFPO) program.

The PIFR will be completed in collaboration with the NRCS Nebraska State Office and follow national guidelines. The intent of the PIFR is to provide reasonable assurance a feasible plan can be developed and there are no apparent insurmountable obstacles that would prevent a solution to meeting the watershed protection and flood prevention goals. Once the PIFR is approved by the NRCS the project would move into the Watershed Plan – Environmental Assessment development process.

SCOPE OF WORK

To meet the above objective, the following scope of services is proposed:

TASK ONE: PROJECT MANAGEMENT

JEO will be the primary interface between the P-MRNRD, NRCS, and other project partners. The project manager will be responsible for maintaining the project schedule, budget, and work quality. Monthly progress reports and monthly invoices will be prepared and submitted to P-MRNRD.

Task Deliverables:

- 1) Kickoff meeting at P-MRNRD's office in Omaha or at JEO's Office to include NRCS staff.
- 2) Technical review of all deliverables, QA/QC of all project deliverables, coordination with P-MRNRD and NRCS, monthly invoices, progress reports, and in-person meetings as needed (three meetings assumed).

TASK TWO: DETERMINE OBJECTIVES, GATHER DATA, SITE VISIT

The first step is based upon obtain all existing information for analysis and review along with organizing the P-MRNRD, NRCS, and JEO project team.

- Preliminary watershed tour with P-MRNRD and JEO to plan the full group tour.
- Establish a preliminary purpose and need and defining agency authority.
- Create a list of applicable agencies to provide input.
- Obtain and review existing floodplain reports and documents.

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- Review the New York Creek 1985 study and any other available studies.
- Establish a Geographic Information System (GIS) dataset including elevation data using LiDAR to evaluate potential project sites at a desktop level.
- Perform desktop level assessment of potential wetland areas.
- Inventory resource information.

The site visit is a crucial step to understanding feasibility of siting potential projects.

- Conduct a half day tour of the watershed with the NRD staff as a general evaluation on the potential to site projects, including a visit with BWDD staff.
- Organize a site tour for State and Local NRCS staff, including their engineer(s), archaeologist, geologist, watershed planner, economist, and other supporting staff.
- Provide notes, pictures, and formal comments from the tour to the full group.

Task Deliverables:

- 1) Inventory list of relevant data sources.
- 2) Organization and facilitation of the full group watershed site tour.
- 3) Project area figures.

TASK THREE: PRELIMINARY RESULTS AND ENVIRONMENTAL EVALUATION

This step obtains initial agency feedback following the review of existing data and watershed tour for potential red flags and summarizes the next steps that would be completed as part of the next phase, the Plan-EA.

- Perform the Nebraska Game and Parks Commission (NGPC) Conservation and Environmental Review Tool (CERT) to determine the potential for Threatened and Endangered Species.
- Contact History Nebraska to determine the potential for impacts to cultural resources.
- Document the results of the environmental evaluation.
- Identify a list of potential alternative types and locations and initial discussion on alternative screening (i.e. potential sizes of dams, locations, etc.).
- Summarize potential environmental effects.
- Describe potential environmental and cultural consultation and permitting needs.
- Determine the type of NEPA documentation required (i.e. environmental assessment (EA), environmental impact statement (EIS), etc.).
- Describe the scope of the planning effort.
- Document potential cooperating agencies and stakeholders.
- Provide a draft PIFR for P-MRNRD and NRCS to review.

TASK DELIVERABLES:

- 1) Draft PIFR.
- 2) A separate map for P-MRNRD describing the type and general location of potential alternatives.

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TASK FOUR: COMPILE FINAL REPORT

The final step is to create the final report based upon NRCS's outline, in collaboration with NRCS staff, and document the potential feasibility of structures within the Davis Creek Watershed.

- Document all agency correspondence.
- List and summarize potential obstructing factors.
- Create an implementation schedule that includes the two-year Plan-EA process, final design, and construction of potential alternatives.
- Work with the NRCS to obtain a formal statement of feasibility or non-feasibility to be included with the PIFR, based on the PIFR prepared by JEO in collaboration with the P-MRNRD.

TASK DELIVERABLES:

- 1) Final PIFR printed and delivered to P-MRNRD and NRCS.
- 2) Compilation of all information and deliverables, including GIS data, to P-MRNRD.

PROPOSED PROJECT SCHEDULE:

See Attachment 2 of Exhibit A.

PROPOSED PROJECT FEE:

See Article 2.

SERVICES PROVIDED BY THE OWNER:

- Provide one project manager to work with JEO.

SERVICES NOT INCLUDED:

If necessary, a fee for these services can be negotiated, and added via contract amendment:

- Stakeholder and public meetings.
- Geotechnical investigation and/or analysis.
- H&H modeling.
- Economic evaluations.
- Wetland delineations.
- Watershed plan and environmental assessment. JEO can provide a detailed scope of services, cost, and contract amendment to proceed to future phases of the WFPO process including development of the Davis Creek Watershed Plan-EA upon acceptance of the PIFR by the State and National NRCS offices.

P-MRNRD

Davis Creek Watershed PIFR

JEO Project #210643.00

Attachment 1 to Exhibit C



Task and Fee Structure

Task	JEO						JEO Fee/Task	Sub-Consultants	Total
	Michael Placke	Layne Kettelhake	Dillon Vogt	Jon Mohr	Arlis Plummer				
	Project Manager	Project Engineer	Hydrologist	Planner/Scientist	Engineer/QA/QC				
Task 1.0 Project Management									
Task 1.1 - Kickoff Meeting	8			8		\$3,080		\$3,080	
Task 1.2 - Coordination/Billing	12			4		\$3,340		\$3,340	
Reserved									
Subtotal	20			12		\$6,420		\$6,420	
Task 2.0 Determine Objectives									
Task 2.1 - Data Collection	4	8	16	8	4	\$5,390		\$5,390	
Task 2.2 - Site Visit With NRD and BWDD	4			4		\$1,540		\$1,540	
Task 2.2 - Site Visit	8			8		\$3,080		\$3,080	
Subtotal	16	8	16	20	4	\$10,010		\$10,010	
Task 3.0 Preliminary Results/Environmental									
Task 3.1 - Environmental Review			8	2		\$980		\$980	
Task 3.2 - Draft PIFR	4	4	12	16	4	\$5,730		\$5,730	
Reserved									
Subtotal	4	4	18	18	4	\$6,710		\$6,710	
Task 4.0 Compile Final Report									
Task 4.1 - Final Report	4	8	16	8	4	\$5,390		\$5,390	
Reserved									
Reserved									
Subtotal	4	8	16	8	4	\$5,390		\$5,390	
Total	44	20	50	58	12	\$28,530		\$28,530.00	

