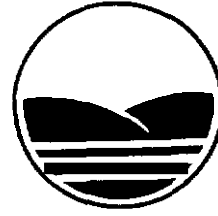


**PAPIO-MISSOURI RIVER  
NATURAL  
RESOURCES  
DISTRICT**



**Elkhorn River Public Access Study  
Ad-Hoc Consultant Selection Subcommittee  
Meeting**

8901 S. 154TH ST.  
OMAHA, NE 68138-3621  
(402) 444-6222  
FAX (402) 895-6543

**March 11, 2003  
6:30 p.m.**

**Agenda**

Elkhorn River Public Access Study Ad Hoc Consultant Selection Subcommittee:

Rich Tesar, Chairperson  
John Conley, Vice-Chairperson  
Dick Connealy  
Melissa Gardner  
Barb Nichols

Staff Liaison: Dick Sklenar\*  
Marlin Petermann

1. Meeting Called to Order -- Chairperson Tesar
2. Quorum Call
3. Adoption of Agenda
4. Selection of Consulting Firms to be Interviewed – Steve Oltmans
  - a. Big Muddy Workshop
  - b. Ciaccio Dennell Group
  - c. HGM Associates, Inc.
  - d. JEO Consulting Group
  - e. Kirkham Michael Consulting Engineers
  - f. Schemmer & Associates
5. Other Items of Interest
6. Adjourn

## MEMORANDUM

**TO:** Elkhorn River Public Access Ad-hoc Consultant Selection Subcommittee

**FROM:** Dick Sklenar

**SUBJECT:** Submitted Proposals by Interested Firms

**DATE:** February 26, 2003

Enclosed with this memorandum, is one copy of all firms indicating an interest in conducting a feasibility analysis on establishing additional public access sites along the Elkhorn River for canoeists and anglers.

The Subcommittee is requested to review all enclosed proposals prior to the meeting, for the purpose of determining which firms should be interviewed for the study.

ELKHORN RIVER PUBLIC ACCESS STUDY

MARCH 11, 2003

Rating of Engineering Firms to be Hired for Consultant Services

QUALIFICATIONS:	JEO	HGM	CIACCIO	BIG MUDDY	SCHEMMER ASSOC.	KMA
1. Experience of firm on similar projects.						
2. Experience of firm's personnel.						
3. Overall approach to the project.						
4. Previous work for the District.						
<b>TOTAL POINTS</b>						

Assign points (1 - 10) on the following basis:

Excellent = 10

Average = 5

Poor = 1

# MEMORANDUM

**TO:** Elkhorn River Public Access Study Ad-Hoc Consultant Selection Subcommittee

**FROM:** Dick Sklenar

**SUBJECT:** Future meeting dates

**DATE:** March 3, 2003

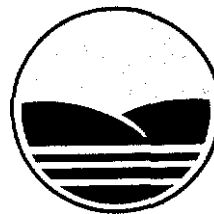
Just as a general reminder, Subcommittee members will need to set aside the following below dates for future Subcommittee meetings regarding the selection of a consultant for the Elkhorn River Public Access feasibility study.

<b>DATE</b>	<b>DESCRIPTION</b>
March 11, 2003	Ad-Hoc Subcommittee meeting on screening of proposals received. Three firms selected for interview.
March 14, 2003	Letter sent to firms notifying them of the interview time and date.
April 1, 2003	Ad-Hoc Subcommittee meeting to interview selected firms. Subcommittee will rank each firm by preference.
April 10, 2003	NRD Board of Directors advised on Subcommittee ranking of firms interviewed.
May 6, 2003	Ad-Hoc Subcommittee meeting regarding negotiated contracts with first choice firm.
May 8, 2003	Board of Directors adopt Subcommittee recommendation on entering into contract with selected firm.

Firms that have submitted proposals are aware of the time table stated above.

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**PAPIO-MISSOURI RIVER  
NATURAL  
RESOURCES  
DISTRICT**



8901 S 154TH ST  
OMAHA, NE 68138-3621  
(402) 444-6222  
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**Memorandum**

**To:** Interested Engineering Consultants  
**From:** Steve Oltmans, General Manager  
**Date:** February 3, 2003  
**Re:** Elkhorn River Access Study/Request for Proposals

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The Papio-Missouri River Natural Resources District is requesting proposals from interested engineering firms regarding a feasibility study on the establishment of public motorboat/canoe access facilities along the Elkhorn River (from Fontenelle, NE downstream to the junction with the Platte River). Sites preferred would be located near, or adjacent to, highway crossings over the Elkhorn River.

Professional services for the study will include, but not limited to,

- (1) Preliminary design of the facility, and estimated costs.
- (2) Attendance of public meetings.
- (3) Addressing current ownership of lands.
- (4) Investigation of financing, sources of grant availability.
- (5) Addressing environmental assessment.
- (6) The need for state, local and federal permits.

If interested, the following information should be submitted with your proposal in a form of your choosing:

1. Firm name, address and telephone number.
2. Year your firm was established and any previous firm name.
3. Types of services for which your firm is qualified.
4. Names of principals of the firm and states in which they are registered.
5. Names of personnel you would expect to utilize, with experience of each and length of time in the organization.
6. Specific project contact person.
7. List of similar completed projects of which the firm was principle planner.
8. General overview of your approach to the feasibility study.

An Ad-Hoc Subcommittee of the District's Board of Directors will be responsible for reviewing and evaluating the responses on the said requested services. Final selection of the firm to perform such services will be determined by the following timetable:

<u>Date</u>	<u>Description</u>
Feb. 3,2003	Mail out RFP to engineering consultants
Feb. 26,2003	Final date for receipt of proposals.
March 11,2003	Ad-Hoc Subcommittee meeting on the initial screening of proposals received. Three (3) firms selected for interview.
March 14,2003	Send letter to selected firms notifying them of the interview time and date.
April 1, 2003	Ad-Hoc Subcommittee Meeting to interview selected firms. Subcommittee will rank each firm by preference.
April 10, 2003	NRD Board of Directors advised on Subcommittee ranking of firms interviewed.
May 6,2003	Ad-Hoc Subcommittee negotiate contract with first choice firm.
May 8,2003	District Board of Directors adopts Subcommittee recommendation on entering into contract with selected engineering firm.

**Interested firms should submit seven (7) copies of its proposal to the District's Omaha office, at the letterhead address, no later than 4:30 p.m. on February 26, 2003, if they are to be considered.**

Inquiries regarding this matter may be addressed to Dick Sklenar at 444-6222.

Cc: Ad-Hoc Elkhorn River Access Subcommittee:  
Richard Tesar, Chairperson  
John Conley, Vice-Chairperson  
Barb Nichols  
Richard Connealy  
Melissa Gardner