

Tuolumne Utilities District

Phoenix Lake Preservation and Restoration Plan

The Tuolumne Utilities District (“District”) is seeking to enter into an agreement with an individual, partnership, or firm for engineering and environmental services for the development of Phoenix Lake Preservation and Restoration Plan (“PLPRP”).

Project Background

Phoenix Lake is the primary drinking water source for the communities of Sonora, Jamestown, Scenic View and Mono Village in Tuolumne County. Constructed in 1852, the 88-acre reservoir is the largest, most critical storage facility in the District’s raw water conveyance system. Phoenix Lake lies three miles east of Sonora at the confluence of Sullivan, Chicken and Powerhouse Creeks.

In addition to supplying a large customer base with drinking water, the lake serves as a principle fill source for CAL FIRE helicopter operations, is a scenic and ecologically important aquatic habitat and wetland, and is used for non-motorized, non-contact recreation by adjacent homeowners and to a limited degree by the general public.

The storage capacity of the lake has decreased by one third over the last 100 years due to sedimentation. Bathymetric surveys indicate approximately 1,400 cubic yards of silt enters the lake on an annual basis. While the allowable storage capacity of the lake is approximately 900 acre-feet (ac-ft), the current capacity is only 618 ac-ft, and the useable capacity is approximately 400 ac-ft. In addition, the water quality of the lake is at times marginal and is declining due to contamination, siltation and exotic invasive aquatic vegetation.

For nearly ten years, the Phoenix Lake Task Force (PLTF), a community based group of Phoenix Lake property owners, public agency representatives, technical advisors and TUD staff, have been meeting to understand the degrading condition of Phoenix Lake and, in this collaborative setting, develop potential improvement alternatives. This project will build upon work initiated by the PLTF and result in a preservation and improvement plan which will assist TUD in securing state, federal and community funding support for the implementation of identified improvements.

In July of 2009 the District, with input from the Phoenix Lake Task Force, received a matching grant from the Sierra Nevada Conservancy to develop a preliminary design plan for the preservation and restoration of Phoenix Lake.

Project Goals

The goals of the PLPRP are to develop conceptual plans to:

- improve water quality,
- increase water storage,

- reduce future silt buildup,
- increase wetlands habitat value and functionality,
- evaluate public access,
- improve fire protection and educate property owners surrounding the lake about appropriate land maintenance practices.
- determine and describe the necessary level of environmental analysis and permitting requirements for potential construction and maintenance projects developed in the conceptual plan.

Scope of Work

The PLPRP will have, at minimum, the following sections:

1. Water Quality – This will address existing marginal water quality and develop ways to improve the water quality. This will include analysis of the water to determine all constituents/contaminants in the water. The consultant team will develop a preliminary plan to improve the water quality in Phoenix Lake. This plan will result from the analysis of a variety of projects and programs both on the Phoenix Lake site and off. The consultant shall refer to the Tuolumne County Water Quality Plan (Final, February 2007) and appropriate BMP's for the improvement of water quality in Phoenix Lake. A cost estimate will be developed for potential projects or programs that are identified in this preliminary plan.

2. Sediment Removal and Control – The District will provide bathymetric surveys of Phoenix Lake indicating the location of silt that has entered the lake. The survey data will be used by the District to develop Digital Terrain Models (DTM) of the lake which will be used for sediment volume calculations. The consultant team will determine the appropriate method and plan for removing sediment from the lake and estimate of the increased storage volume of the Lake. A hydrologic model, HEC-HMS, will be developed to estimate the volume of water being conveyed from the upstream watersheds and evaluate options for sediment control. The data to develop this model will be from USGS Quad Maps, aerial photographs, the NRCS Soil Survey and any other existing information. Locations for sediment control upstream of the lake and within the vicinity of the Lake will be identified and ranked for suitability and conceptual design will be prepared if the potential improvements are determined feasible. In addition, permitting and agency approvals, ownership, construction, operation and maintenance requirements will be identified. A cost estimate will be developed for potential projects that are identified in this preliminary plan.

3. Increase Wetland Habitat Value and Functionality – The consultant will determine how to manage and improve existing wetlands and improve fisheries and wetland habitat while maximizing water storage capacity and improving water quality. Potential wetland improvements will be analyzed for construction feasibility. If determined feasible, a conceptual plan will be developed for the wetland improvements. In addition, permitting and agency approvals, ownership, construction, operation and

maintenance requirements will be identified. A cost estimate will be developed for potential projects that are identified in this preliminary plan.

4. Improve Fire Protection – There have been a history of wildfires adjacent to and within the wetlands area of Phoenix Lake. The consultant team will develop a plan for wildfire fuel reduction in the areas within the lake floodplain and educate property owners in the immediate area regarding wildfire protection.

5. Public Access – The consultant team will review existing documentation produced by the PLTF and identify a preferred approach to provide public access to the lake, if feasible. This will include a listing of properties and easements necessary for acquisition, a conceptual design of access and parking and schematics of how the different access points could be utilized. A cost estimate for providing public access shall be developed.

6. Public Outreach and Education – The consultant will develop a property owner education and public outreach program that describes desirable and allowable property management practices around the lake which will include pesticide and herbicide application and aquatic weed removal. This education program will contain information applicable to other property owners within the Lake watershed.

7. Environmental Review – Upon completion of the items one through six above, the consultant will develop preliminary CEQA documentation necessary to determine potential mitigation requirements and complexity and potential permitting and regulatory requirements. The consultant will provide a schedule and cost estimate for environmental work and an environmental scope of work for future construction projects developed in the conceptual plan.

8. Deliverables –

- Technical Memorandum (TM) No. 1: Sediment Control and cost estimate. This will be developed in Scope of Work No. 1, including hydrologic model to be used for computing the required capacity of sedimentation basins.
- TM No. 2: Conceptual Wetland Design and cost estimate. This will be developed in Scope of Work No. 2.
- TM No. 3: Lake Capacity and Sediment Removal Plan and cost estimate as developed in Scope of Work No. 3.
- Prepare and distribute public outreach materials. This will be developed in Scope of Work No. 4 and No. 6.
- Prepare a plan and report of items developed in Scope of Work No. 5.
- Environmental findings based on Scope of Work #7 including schedules and cost estimates.
- Executive summary of all conceptual plans, including planning, design, sequencing, construction cost estimates and permitting and regulatory requirements and cost estimates.

The consultant shall submit one electronic copy, in a format acceptable to the District, and 10 hard copies of each deliverable as applicable.

9. Workshops/Meetings –

- Attend one kick-off meeting at the TUD office with the Phoenix Lake Task Force and TUD staff to establish relationships between consultant team and project stakeholders.
- One public workshop at the TUD office to discuss property management practices and present information developed in Scope of Work No. 6.
- One public workshop to present the final project to the TUD Board of Directors, public, and TUD staff.

Processing of Proposals

Written and Oral Questions: Insofar as practicable, any relevant questions concerning the request for proposal for work shall be directed orally or submitted in writing to Ted Allen, Associate Civil Engineer. Written inquiries shall be directed to tallen@tuolumneutilities.com, or TUD, 18885 Nugget Blvd., Sonora, CA 95370, or FAX (209) 536-6485. Oral communication shall be at telephone # (209) 532-5536 ext. 519.

Submission of Proposal: To receive consideration, twelve (12) copies of the proposal must be received by **2:00 PM, Wednesday, May 26, 2010**. Sealed proposals, labeled “Tuolumne Utilities District – Phoenix Lake Preservation and Restoration Plan”, shall be mailed or hand delivered to: Tuolumne Utilities District, Attention Ted Allen, Associate Civil Engineer, 18885 Nugget Blvd., Sonora, CA, 95370. Proposals received after that time will not be accepted. All proposals will be held in confidence prior to the stated date and time of the opening of the proposals.

Schedule for Proposals: The schedule for proposals and consultant selection will be as follows:

a.	Request for Proposal Mailing	April 9, 2010
b.	Proposals Submittal Date	May 26, 2010
c.	Review of Proposals by TUD	June 2010
d.	Interviews and negotiations	July 2010
e.	Selection by Board	July/August 2010

TUD specifically reserves the right to modify, change, or extend these dates as necessary.

Responsibilities of the Consultant

The consultant will be required to provide engineering and environmental services for the preparation of all items described in the Scope of Work above, and provide the required submittal within a specified time schedule.

Responsibilities of Tuolumne Utilities District

TUD shall make available all documents, studies, plans, drawings, specifications, and any other information within its possession readily available that will be useful in the completion of the proposed work. This will include electronic bathymetric survey data of Phoenix Lake. TUD shall dedicate sufficient District staff to complete the scope of work and to meet the agreed upon time schedule.

Termination of the Contract

TUD reserves the right to terminate the contract which will result from this proposal, in whole or in part, at any time within thirty (30) days advance written notice. In such case the consultant shall be paid for work completed through the termination date, and the results of all work conducted shall become the property of the District.

Type of Contract

Compensation for the proposed consulting services outlined herein shall be a not-to-exceed, fixed-price contract. (See attached Standard Consultant Services Agreement.) A qualifications based selection process will be used for this project.

PROPOSAL FORMAT

The proposal shall include, at minimum, the following:

Proposal requirements

The project firm or team shall provide a brief narrative of their understanding of the scope of work, their approach to the project, a detailed list and description of the tasks to be performed, and the results to be obtained. A fee proposal shall be submitted with the project proposal in a separate sealed envelope. Fee proposals will be opened after District staff has reviewed the proposals based on the categories set in the Criteria of Selection section of this RFP.

Consultant's Experience

Consultants will demonstrate the project team's knowledge and experience in the fields of engineering and environmental services. Consultants will submit a list of similar projects completed within the last five years, in terms of scope and complexity, including the name and telephone number of the owner's representative for each project listed whom the District may contact for reference. The list shall include the estimated cost and final cost, as well as the estimated and final completion dates of the projects listed.

Project Team

Consultants will identify the persons within the project team assigned to this work, provide an organization chart for this project, and include a resume of the key personnel involved, including definition of roles and experience on similar projects. Consultants will discuss the potential for key personnel that could later be assigned to other projects at the expense of this project. Key project personal shall not be assigned away from this project without District approval.

Approach

Consultants will provide a narrative describing the approach to the project, the sequence of events to be undertaken, and the method of keeping the District and Board of Directors informed on the progress and cost of the project.

Schedule

Consultants will provide the estimated time period, schedule, and date for completion of this work. Consultants will include a task layout, in bar chart format, specifying critical dates, milestones, and the time to accomplish each task. This layout should demonstrate the consultant's knowledge and familiarity with this type of project.

Length

The body of the proposal shall not exceed ten (10) typewritten 8 ½" X 11" pages, not including attachments such as resumes, company descriptions, project lists, title pages, indices, etc. The proposal is intended to be direct and to the point.

SELECTION OF CONSULTANT

Qualifications

The consultant team must show evidence of its technical capability and experience in planning, engineering design, hydraulic modeling, wetlands evaluation and improvement planning, preparation of environmental documentation, permitting, cost estimation and containment, and the ability to complete the tasks outlined in the Scope of Work.

Criteria for Selection

An initial evaluation of each proposal submitted will be made on the basis of the demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required. All proposals meeting the above evaluation will be further reviewed. The second phase of evaluation will then be made according to the following criteria:

	Criteria	Weight (%)
1.	Similar project experience.	25
3.	Qualifications and experience of the key personnel assigned to this project.	35
4.	The team's approach to the scope of work,	30
5.	Knowledge of local area and of the District's and community needs.	10
		100

Selection

The most suited consulting team will be selected by District staff.

Negotiation and Execution of Contract

Recommendation of the consultant team will be made by District staff and conveyed to the District Board of Directors for their approval. The team deemed to be most qualified shall be selected for fee and contract negotiations. A final determination of the services to be furnished, the type of fee arrangement, and actual amount of the fee shall be established. In the event that a service and fee agreement cannot be reached with the highest rated team, negotiations will be terminated. The second highest rated team will be called to negotiate, and so on, until an agreement is reached. All items presented by the consultant team shall be subject to negotiation between the District and the consultant. This includes scope of work, those working on the project, time frame, and fees.

Final selection will be made by the Board of Directors. Final contract approval shall also be made by the Board of Directors.

Notification to Unsuccessful Consultants

Unsuccessful consultants not selected for this work will be notified as soon as possible following execution of a contract with the selected consultant. This process could take as long as sixty (60) days.

Conflict of Interest Information

Information on any possible conflicts of interest shall be provided in the proposal. Such information will be taken into account in making a decision on the selection of the consultant to perform the work.

Right to Reject Proposals

The District reserves the right to reject any and all proposals.

Attached Additional Information

Standard Consultant Services Agreement

CD containing:

- Sierra Nevada Conservancy Grant
- Sierra Nevada Conservancy Grant Proposal
- Tuolumne County Water Quality Plan
- Background research and various reports prepared by the PLTF (titled Phoenix Lake Task Force Information)