



**Springville City, UT  
Hobble Creek Watershed  
NRCS PL-566 Watershed Plan EA**

**REQUEST FOR STATEMENT OF  
QUALIFICATIONS with PROPOSAL  
FOR PROFESSIONAL SERVICES**

*Notice to Engineers:*

- *Deadline for all submittals is April 1, 2021, 2 p.m.*
- *Maximum number of SOQ pages: 20 pages*

**Introduction and Background**

Springville City, Utah is soliciting STATEMENTS OF QUALIFICATIONS with PROPOSAL from professional engineers (Consultants) interested in providing professional services for a NRCS funded PL-566 Watershed Plan-Environmental Document and General Engineering Services relating to floodplain protection, mitigation and management projects. The PL-566 program is described as follows from [nrqs.usda.gov](http://nrqs.usda.gov): PL-566 works through local government sponsors and helps participants solve natural resource and related economic problems on a watershed basis. Projects can include flood prevention and damage reduction, development of rural water supply sources, erosion and sediment control, fish and wildlife habitat enhancement, wetland creation and restoration, and increased recreational opportunities. Other possible City infrastructure projects would be administered according to other agency requirements included and not limited to Utah DEQ, FEMA, US Army Corps of Engineers, and other federal agencies.

**General Information**

With the release of the updated FEMA Flood Insurance Rate Maps (FIRM) in June of 2020, approximately 260 additional structures and over 370 acres of additional residential and agricultural land are located within a new the designated floodplain along the lower reach of Hobble Creek. Most of the structures are residential, many of which have not been built in compliance with FEMA building requirements. More than half of the land in the new floodplain is agricultural, which is impacted by increased flood risk and decreased property value. This has spurred a new awareness of the flood risk in the lower reach of Hobble Creek. Additionally, historically Hobble Creek was a slow meandering stream, providing spawning habitat for the now-endangered June sucker (*Chasmistes liorus*). Over time this habitat has been altered and degraded, in part due to the confinement and channelization of the natural creek with non-engineered berms, which are a significant flood risk. Hobble Creek is considered one of only several tributaries to Utah Lake with the potential to implement habitat restoration measures, which could help delist the June sucker. Finally, Springville City desires to make Hobble Creek a public amenity and has masterplans for an adjacent trail system and large city park. The solution is to evaluate project alternatives through the public process facilitated by the NRCS PL-566 program, which will meet the needs of residential and agricultural flood protection and restore and preserve the Hobble Creek corridor to benefit the environment and public.





One proposed alternative for the project includes building a FEMA certified levee along approximately 2.3 miles of Hobble Creek (4.6 total miles considering each side of the creek). The levee design will need to consider existing and future conditions in the area, and accommodate roads, utilities, and other infrastructure. The levees would be set back from the stream to allow for the restoration and preservation of fish habitat and natural river/wetland corridor. Fish habitat restoration measures within the corridor will include creating a more natural sinuous channel and staged floodplain agreeable to the native June sucker fish, protected in perpetuity by conservation easements (approximately 1.3 miles of stream length). The improvements will connect two previous projects completed previously in the area. Public access areas will be included in the design, accommodating a City planned trail system and parks. See attached project maps for an overview of the Hobble Creek watershed and primary project area.

### **Scope of Work**

The scope includes completion of a Watershed Plan-EA that meets the requirements of the NRCS PL-566 program and providing General Engineering Services relating to floodplain management, protection and mitigation for the City for a period of 5 years.

### **Proposal Requirements**

The proposals and the performance data requested should include the following items:

1. **Letter of Transmittal** - Introducing the Engineering Firm and the nature of the SOQ
2. **Executive Summary** - The Executive Summary is limited to two pages and is to briefly describe the Engineering Firm's SOQ. This summary should highlight the major features of the SOQ. It must indicate any requirements that cannot be met by the Engineering Firm. The reader should be able to determine the essence of the SQ by reading the executive summary.
3. **Detailed Response** - This section should constitute the major portion of the SOQ and must contain at least the following information:
  - A. Provide a list of NRCS Watersheds Plans that your company (current staff) has participated in. Include a summary detailing your level of involvement in each plan and any aspects of the plan that would provide an advantage for development of the Hobble Creek Watershed Plan. If your company has never participated in a NRCS Watershed Plan, please provide examples of similar plans you may have completed.
  - B. Provide a list of Environmental Assessments completed in the last 3 years that demonstrate knowledge of the NEPA process and environmental analysis.
  - C. Provide your understanding of Springville City's specific flood protection system and needs. Demonstrate your experience on flood protection and mitigation projects similar in nature to the needs of Springville.
  - D. Describe relevant experience working with the NRCS under the PL-566 program or similar federal programs that focus on any of the following:
    - Flood management
    - Conservation
    - Watershed protection





- Agricultural water management
- E. Describe experience working with resource agencies or special interest groups to complete planning or project design that considered the following:
    - Fisheries habitat restoration
    - Habitat protection/restoration
    - Flood protection
  - F. Describe role that agencies such as FEMA would contribute to this project. Highlight how best to engage other agencies to provide the most value to the planning process.
  - G. Demonstrate your experience in helping identify and apply for additional funding sources that may be beneficial for Springville to consider as the approach completion of the Watershed Plan EA and position for final design and construction. Discuss specific ideas and approaches to evaluating the best options for the project.
  - H. Provide qualifications and experience of design professionals within your company in regards to Watershed Plan EA preparation and Floodplain Management and Mitigation engineering services. Specifically describe how they will be involved and estimated time commitment in the development of the Watershed Plan EA. If applicable, describe your plan to bring in sub-consultants with special expertise to complete specific components of the plan. Provide evidence of the time and workload availability of the staff and/or sub-consultants proposed assist with this Watershed Plan EA.
  - I. Provide performance ratings earned or references for at least three (3) similar projects.
  - J. Provide the hourly billable rate for all staff and (if applicable) sub-consultants to be utilized for the preparation of the Watershed Plan EA and for the General Engineering Services.

**Evaluation Criteria**

Springville City will review each of the submitted proposals and select an engineering firm based on the following information:

	<u>Points</u>
1. NRCS Watersheds Plans	20
2. Environmental Assessments List	20
3. Previous Springville City Experience	20
4. Experience with NRCS/PL-566 or Other Agencies	20
5. Resource Agency Experience	15
6. FEMA and other Agency Understanding/Approach	15
7. Experience with Funding Strategies, Applications, etc.	15
8. Team Expertise	10
9. Performance Rating and References	10
10. Schedule of Hourly Rates	05

**Other Considerations**

The engineering firm selected through this procurement process may be used for other related work during and after the completion of the Watershed Plan-EA for general engineering services



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relating to floodplain management, protection and mitigation for the City for a period of 5 years. This may include completion of other funding applications (e.g., FEMA) and future phases of the project (i.e., final design and construction). Springville City retains the right to negotiate the terms of related future work with the selected engineering firm or go through an additional procurement process at their discretion.

### **Submittal Instructions**

- Statement of Qualifications must be received by **Thursday April 1, 2021, by 2:00 p.m. (MST)** at the **first floor Finance Department Cashier Window**, Springville City Hall located at the Springville Civic Center, 110 South Main Street, Springville City, Utah 84663
- Proposals must reflect the proposer's best and most current information.
- To be considered for the project, the proposer shall submit five copies of their complete proposal. Materials shall be 8½" x 11". Charts may be in 8½" x 11" or 11 x 17" folded.
- Proposals must be submitted in a sealed envelope that is clearly marked on the outside of the envelope with the name:  
Statement of Qualifications for the Hobble Creek Watershed NRCS PL-566 Watershed Plan EA, Attn. Bruce Riddle, Assistant City Administrator / Finance Director, with the time and date of submission. Envelope will be date and time stamped by receiving cashier.
- Proposals received after the deadline will not be considered and will be returned unopened to the proposer.
- The SOQ shall not exceed 20 pages, exclusive of covers and dividers.
- All SOQ's shall become the property of the Owner.
- Owner is subject to Utah's Government Records Access and Management Act (UCA 63G-2-101 et seq.) and cannot guarantee the confidentiality of your proposal. Portions of submitted proposals may be classified as protected by the Owner if the proposer submits a written claim of business confidentiality with a concise statement of the reasons supporting the claim of business confidentiality with its proposal.

### **Compensation For Services**

Springville City intends to enter into a professional services contract with the selected engineering firm with the most points. Compensation for the services rendered, is to be based upon a time-expended basis at agreeable hourly billing rates with an agreed maximum not to exceed value. If an agreement cannot be reached on compensation with the selected engineering firm, then negotiations will proceed with the next engineering firm with the most points until an agreement is reached.

The City reserves the right to reject any or all SOQ proposals, to waive any informality, to waive any technicality, and to accept SOQ proposals deemed to be in the best interest of the City.

### **Signature On Statement of Qualifications**

SOQ's must be signed by an authorized representative of the proposer named thereon. The signature on the proposal shall be interpreted to signify the proposer's intent to comply with all





the required services.

### **Communication**

All communication, correspondence, questions and/or clarifications of the proposal procedure shall be submitted online using the “Questions and Answers” section for this proposal using the following link:

<https://tinyurl.com/springvillebids>. (From the link, search for **Springville City Statement of Qualifications for the Hobble Creek Watershed NRCS PL-566 Watershed Plan EA and General Engineering Services**)



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