



**Voluntary Pre-Proposal Meeting for
CWS' NEPA and Permitting Support Services RFP**

December 21, 2018

Clean Water Services

2550 SW Hillsboro Hwy., Hillsboro, OR 97123

Joint Project Team attendees:

Laura Porter, CWS

Tom VanderPlaat, CWS

John Dummer, CWS

Mac Martin, CWS

Shannon Huggins, CWS

Joni Elteto, CWS

By telephone

Rebecca Thompson, Reclamation

Bergin Parks, Reclamation

Consultant attendees:

See attached sign-in sheet

As you develop your proposal, please do not communicate with Bureau of Reclamation staff. Please direct all inquiries to Laura Porter.

It is important for the consultants to understand the CWS team is the face of the project with local stakeholders in partnership with Reclamation. Consultants should fashion their proposals around this approach.

Communication and relationships are very important to this project and maintaining credibility with stakeholders. It will be important for consultants to follow through on promises and maintain respectful relationships.

Question 1: What role does Washington County have in this process?

Answer:

1. Washington County Parks maintains the recreation areas around Hagg Lake. District anticipates supporting development of a Visioning Plan for recreation around Hagg Lake; Carl Switzer, Parks Superintendent, will have an active role.
2. Washington County is responsible for transportation and land use. District will work with Washington County for road engineering and land use process coordination.
3. Washington County conducts lobbying in Washington D.C. for county projects.



4. We share the same oversight as Washington County with their Board of Commissioners also being the District's Board of Directors.

Question 2: Is there a drinking water component to this project?

Answer: The water in the lake is approximately 50% irrigation, 25% municipal and industrial, 24% CWS for stream flows, and 1% for Lake Oswego. Expanded storage is not intended for municipal and industrial use.

Question 3: In the proposal it requires Times New Roman and 12 point font. Can this be modified for graphics?

Answer: Yes, you can modify the font on graphics but it needs to maintain readability.

Question 4: In section 2 regarding bios for teams. Do we need everyone or key staff only?

Answer: Key staff only is sufficient.

Question 5: On page 4, Section 2, regarding dates on the resumes. What is this related to?

Answer: The intent of the dates is for the projects so we can tell when the work took place and how recent the experience is.

Question 6: Regarding the three phases; the first proposal is the most detailed of the three phases?

Answer: We provided a more detailed scope for Phase I because this is what we know now. Phase II and Phase III will become clearer as we move forward. For us to have one consultant through the entire contract, we need proposals to outline all work through Record of Decision and receipt of permits. There will be overlap between Phase I and Phase II. As we are wrapping up Phase I we will know what we need for Phase II. Phase I does not need to be finished before starting Phase II.

Question 7: What will Reclamation's role be in the process, proposal and project?

Answer: Reclamation is the lead agency and will be responsible for the NEPA document but working with CWS as a Joint Project. The CWS consultant will be managed by CWS. CWS and their Consultant will be gathering data, reviewing and sending to Reclamation. Reclamation will be sitting down with CWS, CWS's consultant and with Reclamations Subject Matter Experts to look at the data and analysis. Reclamation will be providing data, input, analysis and review.

VOLUNTARY PRE-PROPOSAL MEETING NEPA & PERMITTING SUPPORT SERVICES

Event: 12-21-18
Date: 12-21-18



EVENT SIGN-IN SHEET

Name	Affiliation	Email	Phone	Photo OK?
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Gill Williams	GreenWorks	gillw@greenworkspc.com	503 222 5212	<input checked="" type="checkbox"/>
George Freitas	GRI	gfreitas@gri.com	503 641 3478	<input checked="" type="checkbox"/>
Bill Swanson	Stantec	william.swanson@stantec.com	916 296 3503	<input checked="" type="checkbox"/>
Amy Demmattel	HDR	amy.demmattel@hdr.com	503.423.3713	<input checked="" type="checkbox"/>
Joel Montgomery	E3E	jmontgomery@e3e.com	503 720-8565	<input checked="" type="checkbox"/>
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