

Request for Proposals

Hood River Basin Potential Water Conservation Assessment

1. Introduction:

During 2008, Hood River County (HRC) created a water planning group (HRCWPG) to bring together a group of stakeholders from a wide array of interests and backgrounds to create a comprehensive water planning document that all stakeholders could use as a common foundation from which to work. As water imbalance issues become more acute, this cooperative approach to watershed management will be of paramount importance. In order to continue down this path of watershed stewardship, a common foundation of the understanding of the issues and potential solutions will be necessary. Over the past 3 years, the group has worked to gather all existing reports, documents and data related to water in the Hood River Basin. In early 2011, the existing data was gathered and inventoried. An analysis of the existing data by the group pointed to some large gaps in the available information. The largest gaps were related to:

- Future supply/demand scenarios and how those would affect both human uses of water and ecological processes.
- Options for both conservation of water and storage of water that would provide for the ability to optimize water resources management for the benefit of both water users and ecological processes. This would include a trade-off analysis of the identified options.
- The potential impact of climate change on water resources in terms of quantity, quality, and timing of availability of water.
- Hydrogeology in the Hood River Basin, in particular the connections between surface water and ground water.

The HRCWPG is currently working with the Bureau of Reclamation through a WaterSmart Basin Study Grant and with Oregon Water Resources Department through a Water Conservation, Reuse, and Storage Grant. These two grant sources will be used to fill the data and information gaps mentioned previously.

The HRCWPG is soliciting assistance for several information gaps that must be filled in order to craft a guiding plan that balances the needs of all water interests for the next fifty years. This Request for Proposals (RFP) will address a potential water conservation assessment for the Hood River basin.

Hood River County will contract, manage and oversee all aspects of the project. The Hood River County Water Planning Group will act in a technical advisory role to Hood River County during the course of the project.

2. Scope of Work and Consultant Responsibilities:

A comprehensive potential water conservation assessment will be conducted using existing, compiled information and data as well as research and interviews. The assessment will include potential potable, irrigation, industrial, and hydroelectric water conservation and efficiency improvements. Potential conservation through operational efficiencies/changes, infrastructure

improvements/changes, and point of use technologies/methods will all be included in the assessment.

3. Tasks

- Review all compiled data relative to tasks below to determine what is currently available and what must be researched. The compiled information can be found at the Hood River County web site www.co.hood-river.or.us under Departments/Community Development/Water Planning Group.
- Identify and characterize diversion/capture method, conveyance system, and distribution system for each potable water supplier. To include: Crystal Springs Water District, Ice Fountain Water District, the City of Hood River Water, Mt. Hood Meadows, Parkdale Water Company, Odell Water Company, and Oak Grove Water Company;
- Identify and quantify potential operational, infrastructure, and point of use conservation opportunities including potential cost and barriers to implementation for each potable water supplier. To include: Crystal Springs Water Company, Ice Fountain Water Company, the City of Hood River Water, Mt. Hood Meadows, Parkdale Water Company, Odell Water Company, and Oak Grove Water Company;
- Identify and characterize diversion/capture method, conveyance system, and distribution system for each irrigation water supplier. To include: Middle Fork Irrigation District, Farmers Irrigation District, East Fork Irrigation District, Dee Irrigation District, and Mt. Hood Irrigation District;
- Identify and quantify potential operational, infrastructure, and point of use conservation opportunities including potential cost and barriers to implementation for each irrigation water supplier. To include: Middle Fork Irrigation District, Farmers Irrigation District, East Fork Irrigation District, Dee Irrigation District, and Mt. Hood Irrigation District;
- Identify opportunities/methods to effectively manage glacial sediment. To include: Middle Fork Irrigation District, Farmers Irrigation District, East Fork Irrigation District, Dee Irrigation District, and Mt. Hood Irrigation District;
- Identify and quantify potential on-farm conservation through the use of low-flow technologies, soil moisture sensors, and other technologies or methods. Quantify number of acres already converted to conservation technologies/methods. Identify potential costs and barriers to implementation for on-farm efficiencies.
- Identify and characterize diversion/capture method, conveyance system, and method of use for each industrial water user;
- Identify and quantify potential operational, infrastructure, and point of use conservation opportunities including potential cost and barriers to implementation for each industrial water user;
- Identify and characterize diversion/capture method, conveyance system, and generation system for each hydroelectric water user;
- Identify and quantify potential operational, infrastructure, generation efficiency improvements and point of use conservation opportunities including potential cost and barriers to implementation for each hydroelectric water user;
- Identify external factors that could inhibit conservation implementation for each sector including: political, financial, geologic, biological, climate change, land use, or any other pertinent factors.

Schedule

Date	Task
June 2012	Issue bid package (RFP) for water needs assessment.
July 2012	Select potential water conservation assessment consultant and contracting.
July 2012 - April 2013	Conduct research and interviews.
May – June 2013	Write final report
June 30, 2013	Final report

4. Deliverables

The final report will document the overall assessment approach, the assessment objectives, the assessment area and any factors or variables affecting the content of the final report. The final report will contain the following key items:

- A summary of project planning/scoping and stakeholder consultation/participation, methods, and sources of information.
- A map of the basin with locations of diversions/sources, potable water district boundaries, irrigation district boundaries, hydroelectric facilities, industrial water user locations, and locations of key infrastructure.
- A summary of potable water conservation potential.
- A summary of each of the key potable water districts including: description of current system, details of conservation potential, potential cost for each conservation project, and potential barriers to implementation for each conservation project
- A summary of irrigation water conservation potential.
- A summary of each of the key irrigation water districts including: description of current system, details of conservation potential, potential cost for each conservation project, and potential barriers to implementation for each conservation project
- A summary of number of acres of agricultural land currently using water conservation technology (on-farm) and number of acres that could be converted. Include total potential conservation, cost to implement, and barriers to implement.
- A summary of industrial water conservation potential.
- A summary of each of the key industrial water users including: description of current system, details of conservation potential, potential cost for each conservation project, and potential barriers to implementation for each conservation project
- A summary of hydroelectric water conservation potential.
- A summary of each of the key hydroelectric water users including: description of current system, details of efficiency improvement potential, potential cost for each efficiency project, and potential barriers to implementation for each efficiency project
- A summary of the total water conservation potential for all the categories combined, potential cost for all conservation projects, and summary of potential barriers to implementation and any external factors that could affect implementation.

Additionally,

- Written monthly progress reports describing work completed to date will be submitted to the HRCWPG.

5. Selection of Consultant:

Hood River County will solicit at least three proposals for obtaining professional consultant services to complete the potential water conservation assessment scope of work. Selection will be based on consultant's price, experience with researching water conservation, and experience working with irrigation districts, potable water suppliers, industrial water users, and hydroelectric producers. Demonstrated ability to complete projects on-time and within budget is required. Prior experience working within basins similar to the Hood River is beneficial.

6. Consultant Proposal Content:

- Description of firm and applicable experience focusing on prior work within the Hood River sub basin,(if any) experience with researching water conservation, experience working with irrigation districts, potable water suppliers, industrial water users, and hydroelectric operators.
- Approach to project management and implementation.
- Identification and a statement of qualifications for all firms or organizations partnering on the project, if any, including relevant work experience.
- Three applicable project references listing scope of services rendered, project time period, total cost and statement of whether the project was completed on-time and within-budget and any clarification for projects that were not completed on-time and within the original budget, client project manager, phone number and email address
- The Proposal will clearly identify one primary contact person and provide that person's phone number and email address as well as an anticipated project schedule.
- A detailed project budget with cost for each task, listing specific staff assigned, staff rates, staff hours, and expenses (equipment, travel, etc.)
- Statement that total cost will not be exceeded unless un-anticipated out-of-scope tasks are required, in such a case, a task change order must be submitted to and approved by Hood River County.
- Statement that consultant commits to using the assigned staff unless approved by Hood River County.
- Respondents to this RFP must include one (1) original and seven (7) copies of the proposal, not to exceed 15 typed single-spaced pages.

7. Disclosures, Disclaimers and Reservations

- A. Hood River County will not be responsible for any costs or expenses incurred by consultants responding to this RFP.
- B. The consultant whose proposal offers the best value to the County will be selected for the project. This determination may include consideration of the proposed budget, the anticipated schedule for project completion, the experience and proximity of a consultant to the work site, and prior district experience with the consultant or other factors as determined by Hood River County Water Planning Group.
- C. Hood River County reserves the right to reject any or all of the proposals for completing this work based on consultant technical or cost deficiencies. If none of the specific

proposals received meets the County's needs, Hood River County may reject all proposals and solicit additional proposals in order to locate the best value.

- D. Hood River County also reserves the right to eliminate the need for the selected consultant to complete one or more tasks, pending the outcome of preceding related tasks or issues, and/or the availability of project partners to complete that task.
- E. A consultant's contract may be terminated at any time if the quality of the work is unacceptable to the HRCWPG or if Hood River County determines that maintaining the consultant on contract is not in the best interests of the County. Such a determination will be made on the basis of the consistency of the consultant's work product (s) with the basic specifications, the quality of consultant's work product (s), and the consultant's responsiveness to the mission of HRCWPG.

Proposals shall be addressed to:

**Director, Hood River County Community Development Department
601 State Street
Hood River, OR 97031
541-387-6840**

All questions shall be addressed to: mike.benedict@co.hood-river.or.us

Proposals are due in the Hood River County Community Development Department by 3:30 pm Friday June 29, 2012.