



# Request for Proposals:

## Management and Technical Consulting for Agricultural Resiliency and Demand Management Pilot Program

The Colorado River Authority of Utah  
60 East South Temple, Suite 850  
Salt Lake City, UT 84111

Release Date: October 10, 2023  
Close Date: November 15, 2023, 4:00 PM MT

THE COLORADO RIVER AUTHORITY OF UTAH



# Respondent Questions & Answers

This document contains questions and answers for all questions submitted in response to the RFP as of 4:00 PM, November 6, 2023.

## Question Set 1

### **1.1 What type of assistance are you looking for the consultant to provide? (Program/project management vs. technical assistance)**

We are seeking program/project management and technical assistance. The pilot program will be developed with consultant support so it will require administrative-type work both before specific projects are solicited and as projects are implemented. The projects themselves may involve unique features that have never been tested in Utah so technical work will be needed as well.

### **1.2 What services and assistance will USU Extension be providing on this project?**

USU Extension does not have any formalized role in the Authority Pilot Program at this time, however, we anticipate close collaboration with the AG-DRIP program as an optional but strongly encouraged support tool for agricultural water users who would like help planning conservation activities specific to their operations.

### **1.3 Please describe how you anticipate that farmers will be utilized or represented as projects are planned and implemented.**

Farmer engagement will vary. Our hope is that farmers will propose projects in response to an RFP process, however, the level of project design that different farmers will be able to provide may vary significantly, from some farms hiring consultants of their own to fully develop a project, to others requiring substantial assistance. We also will need farmers to support coordination with their canal companies if applicable.

## Question Set 2

**2.1 Regarding the format for the Agricultural Resiliency and Demand Management Pilot Program submittal, are horizontal oriented pages allowed to be used within the proposal? The pages would be kept the same size at 11 x 8.5.**

Horizontally oriented pages in the proposal are permitted.

## Question Set 3

**3.1 Could you address the connection between the work envisioned under this RFP and the existing work being done by the Authority to develop the UCRAF model. Is there a technical/modeling component of work expected under this RFP or will the successful team work alongside the Authority's UCRAF contractor to evaluate the technical aspects of potential programs developed under this effort?**

The successful consultant will work alongside the existing UCRAF (Utah Colorado River Accounting and Forecasting Model) team. We do not expect modeling under the scope of the RFP, but, depending on the timing of the two efforts, we do anticipate that our ongoing UCRAF efforts will help us inform the implementation of pilot projects.

## Question Set 4

**4.1 Timeline Expectation. The project duration is from December 8, 2023 through June 30, 2027.**

**4.1.1 Does CRA expect that the pilot program will be operational for the 2024 growing season? By operational, I mean application materials developed, participant consultations and plans developed, and selection criteria defined.**

The Authority does not expect the pilot program to be fully operational for the 2024 growing season. However, case-by-case project activities, such as establishing baseline data, may begin during the 2024 growing season.

**4.1.2 Does CRA expect that the last round of projects will be in the 2026 growing season with performance evaluations continuing into 2027?**

The Authority anticipates implementation of pilot projects will conclude by the end of calendar year 2026 (December 31, 2026), and pilot program evaluation and reporting will

conclude by the end of fiscal year 2027 (June 30, 2027).

**4.2 Funding Sources. Would the demand management pilot projects under this contract be participating in the System Conservation Program that is funded by USBR and managed by UCRC or would these pilot projects be separate and distinct?**

Pilot projects under the Authority's pilot program will be separate and distinct from Upper Colorado River Commission projects under System Conservation Pilot Program or similar programs, unless a water user opts into and coordinates a project through both programs.

**4.3 Inter-agency Coordination. Does CRA have a list of agencies and programs that it anticipates will be included in the task of inter-agency and inter-program coordination? We can develop a list as part of the proposal but wanted to see if you have a list in mind.**

The Authority does not have a formal list of coordinating agencies and programs for this RFP. Development of a list of coordinating agencies and programs as part of the proposal may help indicate the qualifications of the consultant.

**4.4 Intent of Conserved Water. Is the intent of the demand management pilot project to convey conserved water down to Lake Powell or to store water locally? Is there an objective in terms of what happens to water conservation savings from a property or pilot project?**

Pilot projects may convey conserved water to, or retain conserved water in any qualifying reservoir. While Demand Management practices may be informally tested during the pilot program, in the absence of a formal Demand Management program, conserved water will ultimately become system water.

**4.5 Size and Scale of Program. The scope and budget is partly influenced by the anticipated size and scale of the project. The following questions relate to this:**

**4.5.1 Do you have an anticipated budget for funding conservation projects under the pilot program each year or over the period of the project?**

The Authority has allocated \$5,000,000 for Fiscal Year 2024 – Fiscal Year 2027 for all Agricultural and Demand Management Pilot Program activities, including consultant support and project implementation.

**4.5.2 Do you have an anticipated total volume target for conserved water under the pilot program annually or over the project period?**

The Authority does not have a target volume for conserved water under the pilot program.

**4.6 Attorney Review.** One of the tasks is to develop the pilot project implementation agreements, which I anticipate will look much like a contract. Does CRA have in-house legal counsel to review the draft agreements that are developed or would you seek the contractor to provide all review of agreements?

The Authority will have all agreements under the pilot program reviewed by our legal counsel.

**4.7 In-Situ Measurement.** One of the tasks describes a range of quantification and measurement methods including “in situ” measurement. Can you clarify if this is intended to mean on-site verification of crops, practices, etc. or is it intended to refer to local measurement stations (at the field scale) for ET, groundwater levels, water deliveries, etc.

In-situ measurement may involve both on-site verification and use of data from local measurement stations.

## Question Set 5

**5.1 Section 1.3 of the RFP states that consultants are required to prepare a cost estimate to complete the Project as described in the Scope of Work (Subtasks 1 through 4). Much of the required work outlined in the Scope of Work is general in nature and will in large part be dependent upon how many pilot projects are implemented. Will you please clarify the work for which you want the cost estimate prepared (i.e., assume a certain number of pilot projects)?**

The cost estimate should identify per-task or per-pilot project rates that can be applied to each project implemented. A maximum total budget will be established based on the per-task rates, contract timeline, and overall Pilot Program budget during the contract negotiation period. A certain number of pilot projects may be assumed for the purpose of establishing a point of reference during the contract negotiation.

The cost estimate will not be considered during consultant selection, unless the selected consultant and the Authority cannot agree upon a budget during contract negotiation, in which case the second most qualified consultant will be selected and their cost estimate will be unsealed.

**5.2. Section 3.3 of the RFP states that under this contract, the Authority envisions multiple task orders as needed, through the Management Plan Period (through FY 27). Is it your intent that the submitted cost estimate cover only the first year of work?**

The cost estimate should address costs for the Pilot Program through June 30, 2027, which coincides with the term of the Management Plan. The estimate should include per-task or per-project rates and a maximum total budget. A detailed final budget will be developed for each task order / per-task rate during contract negotiations with the selected consultant.

## Question Set 6

**6.1 As part of our digital submittal, we intend to include hyperlinks to other sources that demonstrate additional project experience and qualifications. Please confirm if this is acceptable and that additional information provided at external links would not count towards the page limit.**

Hyperlinks are acceptable and will not count against a page limit. However, when printed, the content of the proposal alone should provide sufficient information for the Evaluation Committee to understand a consultant's qualifications.

**6.2 Are there page and/or format limitations for the cost proposal submission?**

There are no page or format limitations for the cost proposal submission, other than that the cost proposal be provided in a password-protected document, as described in the RFP. Note: only the cost proposal of the selected consultant will be reviewed following selection.

**6.3 Would any cover pages or a table of contents be included in our proposal page limit?**

A cover page, table of contents, and executive summary will not count toward the page limit.

**6.4 Do you expect the consultant to provide technical assistance with respect to project design? Is the consultant tasked with developing project plans and documents or are they designed by someone else?**

The consultant may provide technical assistance with respect to project design on a case-by-case basis. The response to Question 1.3 from a previous question set may provide clarity as well:

***Please describe how you anticipate that farmers will be utilized or represented as projects are planned and implemented.***

*Farmer engagement will vary. Our hope is that farmers will propose projects in response to an RFP process, however, the level of project design that different farmers will be able to provide may vary significantly, from some farms hiring consultants of their own to fully develop a project, to others requiring substantial assistance. We also will need farmers to support coordination with their canal companies if applicable.*

**6.5 Can you provide additional clarification on what you are looking for in regard to supporting pilot project proponents? Does the scope include a task and/or expectation the consultant will provide services to implement specific projects?**

Yes, see the answer above. In addition to supporting project design and implementation on a case-by-case basis, the consultant will need to support estimation of projected and actual conserved consumptive use for project.

**6.6 What existing tools and available data does the CRAU have on file for use in this effort? Will these be made readily available for use by the consultant?**

Given the novelty of the Pilot Program, the Authority does not have an established set of tools and data to support the consultant, and we anticipate Pilot Projects will begin to build that knowledge base. As tools and data become available through other tasks under the Management Plan and efforts undertaken by other agencies, the Authority will support the selected consultant's access to those resources.

**6.7 Is there an established list of potential pilot project proponents (water users), and if yes, will CRAU make the list available to the selected consultant?**

The Authority has begun to build relationships with both individual water users and with other agencies that support water conservation programs, and we will provide those contacts to the selected consultant as needed. We also anticipate building relationships with new water users over the course of the Pilot Program.

**6.8 Can you clarify what the "required documentation of Pilot Project(s) plans" is as described in Subtask 3?**

Documentation of Pilot Project plans may include scopes of work, draft water right change applications, verification plans, and any other technical documentation needed to fund and implement Pilot Projects.

**6.9 What is the expectation for the selected consultant as it relates to managing funding for specific pilot projects?**

The selected consultant will work with Authority staff to develop budgets for Pilot Projects as part of the Pilot Project design and selection process on a case-by-case basis. Budgets will be based on funds appropriated to the Authority for Pilot Program activities. The Authority will administer contracts and associated payments to Pilot Program participants.

**6.10 With questions due 9 days prior to proposal deadline do you anticipate that a deadline extension may be necessary?**

We do not anticipate extending the proposal deadline beyond November 15, 2023 at 4:00 PM MT.