

# **Provo River Water Users Association**

## **Request for Proposals**

### **Provo River Water Users Association 2025 General Master Plan Update**

**Provo River Water Users Association  
285 West 1100 North  
Pleasant Grove, Utah 84062**

**Advertised Date: July 11, 2024  
Proposal Due Date: August 1<sup>st</sup>, 2024**

# Request for Proposals

## 2025 General Master Plan Update

### **BACKGROUND**

The mission statement of the Provo River Water Users Association (Association) is:

The Association delivers Provo River Project water in a safe, efficient, and economical manner for the benefit of its shareholders and those they serve. With integrity, the Association preserves and protects the quality of its resources through knowledgeable, dedicated, and innovative employees.

The Provo River Project (PRP) was planned and implemented during the 1930s and 1940s by the United States Bureau of Reclamation (Reclamation). The Association was established in 1935 to oversee the operation and maintenance of the Deer Creek Division of the PRP. The PRP obtains water supplies from the Provo, Weber, and Duchesne River systems.

The Association provides water to 20 shareholders which serve agricultural, municipal and industrial users. The Association manages, operates and maintains land interests and facilities in Wasatch, Summit, Duchesne, Utah, and Salt Lake Counties. In meeting its water delivery obligations, the Association coordinates water supply and conveyance needs with Reclamation, Central Utah Water Conservancy District, Weber River Water Users Association, Utah Division of Water Rights, River Commissioners for the Provo, Weber and Duchesne rivers and others.

The Association facilities in the 5 counties of operation are generally listed as follows:

The Weber-Provo Canal System with diversion works on the Weber River in the town of Oakley, the Canal from Oakley to Francis and the measuring structure into the Provo River in Francis.

The Duchesne Collection System with diversion works on the upper Duchesne River in the Murdock basin of the Uinta Mountains, which includes the Broadhead diversion and pipeline, the Duchesne Tunnel from the diversion to the outlet metering structure into the Provo River.

The Deer Creek Dam and outlet works. The Deer Creek Power Plant was constructed in 1958 and consists of two 2,475 kW generators. The 4.95 megawatt power plant is part of the Western Area Power Administration (WAPA) power system and much of the power generated is delivered to Utah cities.

The Provo River Aqueduct (PRA) System, beginning at the Murdock diversion near the mouth of Provo Canyon and delivering water to Association shareholders from Provo to the Point of the Mountain in Lehi. The pipeline is generally 10.5-feet in diameter the majority of its 21.5-mile length. The original canal was enclosed in a steel pipe in 2012.

The complete system is monitored and controlled remotely through a SCADA system consisting of fiber optic, radio and satellite communications.

Additional information regarding the Association may be found on the Association's website at <http://www.prwua.org/>

## **A. Scope of Services**

See Exhibit A

### **Project Location:**

All facilities of the Provo River Project - Deer Creek Division

## **B. Qualifications Submittal Content**

The submittal shall be in the following format and limited to a maximum of 20 pages including resumes:

1. Letter of introduction. (This letter will not be counted in the maximum page count)
2. Describe the firm's approach to completing the Association's master plan, including a schedule for the work plan. Describe areas of specific expertise and focus of the firm. Include specific information on how the firm can meet the needs of the Association.
3. Project Team. List proposed team members, by name, position, billing rate, and the function each person will perform. Provide resumes for each key team member, including relevant experience of each team member.
4. Experience. Describe the relevant experience of the firm in providing engineering services and provide a representative list of prior work.
5. References. Provide at least three references of individuals and/or jurisdictions with whom the firm has worked; provide a contact name, agency name, address, telephone, and email address for each reference.
6. Schedule, Fees, Billing, and Payment. The firm shall provide in a sealed envelope with its proposal a total all-inclusive project schedule and fee schedule that shall include all costs associated with completing the Scope of Work provided in Section A.

## **C. Proposal Evaluation Criteria**

Engineering Firms will be evaluated based on the following weighted criteria:

1. The Engineering Firm's relevant experience (25%)
2. Team members assigned to work on Association Projects (25%)
3. Approach to PRP Master Plan Update (20%)
4. References (20%)
5. All-Inclusive Fee (10%)

## **D. Submission of Statements of Qualifications and Deadline**

Each firm must submit 5 (five) copies of their proposals in a sealed envelope bearing, the name of the firm, full address, name of the RFP for which the proposal is submitted, and date and time the proposal is due. Hard copies of the proposals shall be delivered or mailed to the following address:

Brad Jorgensen, Operations & Engineering Manager  
Provo River Water Users Association  
285 West 1100 North  
Pleasant Grove, UT 84062

**In Lieu of Hard Copy submittals**, electronic submittals of the proposal document in Adobe pdf compatible format will also be deemed acceptable. Submittals should be emailed to the contract administrator listed below and the email subject line **must be: RFP – PRWUA 2025 General Master Plan**

**Update.** The body of the email or an attached cover letter must include the firm's information as required above for hard copy submittal.

**The proposal documents must be received no later than 2:00 pm (MDT), Thursday, August 1<sup>st</sup>, 2024.** Proposal documents received after this time will not be accepted. There will not be a public opening of the submittals.

**Proposal opening will not be open to the public.**

Contact Information:

**Contract Administration:**

**Brad Jorgensen, P.E.**

Phone (Office): (801) 796-8770

Phone (Mobile): (801) 369-9100

Email: [bwj@prwua.org](mailto:bwj@prwua.org)

**Polo Su'a-Filo**

Phone (Mobile): (808) 754-6634

Email: [sfs@prwua.org](mailto:sfs@prwua.org)

The Association may reject any proposal not in compliance with all prescribed requirements. The Association may reject any or all proposals upon the Association finding that it is in the best interest of the Association.

***E. Award/Schedule***

The Association may hold the proposal documents for 90 days before rendering a decision. This is an open solicitation to all qualified consulting firms. Interviews may be conducted as the Association deems necessary with firms who are determined to be reasonably selected based on the submitted documents.

The anticipated schedule is as follows:

1. August 1<sup>st</sup>, 2024: Proposal due date
2. August 29<sup>th</sup>, 2024: Association Board Meeting - Recommendations given to Association Board for their approval.

***F. Addenda to the RFP***

The provisions of this RFP cannot be modified by oral interpretations or statements. If inquiries or comments by applicants raise issues that require clarification by the Association, or if the Association decides to revise any part of this RFP, addenda will be provided to all persons known to the contact person who have received or will subsequently receive the RFP.

***G. Contract***

The firm selected will be expected to complete the project in the agreed-upon timeline. A draft contract will be provided to the selected firm. Unconditional refusal to accept the contract provisions proposed by the Association without offering acceptable alternatives may result in disqualification of the firm.