

Memorandum

Date: November 28, 1995

To: Lester Snow

From:  Steve Yaeger and  Rick Breitenbach

Subject: Contract to Complete the Tier 1 EIS/EIR

Lester, we envision that this memo would be from you to CALFED. We will take the last 2 paragraphs under analysis out before finalizing the memo.

Question

Should the CALFED Bay Delta Program use Reclamation's existing IQC contracts to complete the Tier 1 EIS/EIR elements or should we award a new contract for their completion?

Background

The CALFED Bay-Delta Program has several contracting mechanisms: State's Request for Qualifications (RFQ), Reclamation's RFQ and Reclamation's Indefinite Quantity Contract (IQC). Reclamation has estimated that an expedited RFQ award process including advertising, evaluation, selection and award would take a minimum of 150 calendar days. The usual contract award process takes about 250 calendar days. If the process to award a new contract was to begin December 1, theoretically a contract could be awarded in April of 1996 under the shortened process and July or August, 1996 following the normal schedule. The State RFQ process has similar requirements and could be completed in about 150 to 250 days.

Reclamation has or is in the process of awarding IQC contracts to four firms. The contracts are intended for a variety of purposes including preparation of environmental documents. The contracts will be in force for a minimum of one year with the possibility of continuing for another four years. There is a yearly dollar limit on expenditures of \$1M with flexibility for an additional amount if necessary.

CALFED Bay-Delta Program currently intends to use Reclamation's new IQC's to cover five different work elements, two related to the development of the planning alternatives and three related to elements needed to initiate the Tier 1 EIS/EIR. This contracting mechanism was chosen to take advantage of the shorter time frame required to get a consultant working on the program

elements. According to Reclamation's Contracting Officer, the CALFED Bay-Delta Program has the option to also use one of Reclamation's IQC contractors to prepare the remainder of the work necessary to complete the Tier 1 EIS/EIR.

Analysis

Using Reclamation's existing IQC contracts to complete the remainder of the EIS/EIR elements would greatly reduce the program time and staff effort requirements associated with awarding a new contract. In order to complete the Tier 1 EIS/EIR by June 1998, a contractor must be on board by May, 1996. If a new award is desired, the need to have someone on-board by May, 1996, eliminates Reclamation's and probably the State's normal award process as options. The expedited award process would require intensive efforts by Reclamation contracting staff, CALFED Bay-Delta Program staff and CALFED Agency team members. The development and review of alternatives during December, January, February and March limits availability of both Program staff and CALFED Agency team members.

CH2MHILL will be well over the \$1M limit for this year, therefore they will be difficult if not impossible to access if we go the IQC route. However, I suspect that the selected firm would tap CH2MHILL's expertise.

Interior's solicitor (Bill McDonald) expressed a reservation about the possible advantage that a contractor working for CALFED Bay-Delta Program might have over other contractors under a new award process. Since CH2MHILL has performed the lion's share of the work to date, I'd expect he would raise this concern again if a new RFQ award was contemplated.

Recommendation

Move forward with one of Reclamation's IQCs to complete Tier 1 work but take whatever steps we can to assure continuity between efforts of current consultant and the new lead consultant.

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