



DuPage River Salt Creek Workgroup

Upper Salt Creek Watershed Based Plan

Project Overview

The Conservation Foundation (TCF) was awarded a Section 604(b) grant for the development of a 9 Elements Watershed-Based Plan for the Upper Salt Creek Watershed. On behalf of TCF, the DuPage River Salt Creek Workgroup will serve principle administrator of the 604(b) grant. The DRSCW requires professional services to assist with the development of the watershed-based plan. The plan must follow watershed-based planning guidelines established by the U.S. Environmental Protection Agency in order for implementation projects to be eligible for Clean Water Act Section 319(h) grant funding.

The Upper Salt Creek watershed includes the headwaters of Salt Creek in Inverness downstream to Busse Lake in Elk Grove Village. The watershed is located in western Cook County and includes the Arlington Heights Branch of Salt Creek, Yeargin Creek, and several unnamed tributaries. The 52 square mile planning area spans 7 municipalities.

In order to meet the project schedule commitments, the DuPage River Salt Creek Workgroup is soliciting Statement of Interests (SOIs) from engineering and environmental firms for the work notated above. SOIs shall be limited to not more than two (8 ½ x 11) pages and include, at a minimum, the following information: name of firm with address and contact information; contact person for the firm; statement indicating firm's interest in the project; a summary of projects similar in scope and magnitude recently completed by the firm; a list of proposed key staff who would be assigned to the project; and a list of proposed sub-consultants, if any.

Consultant Scope of Services

The consultant will be responsible to perform, but not limited to the following tasks:

- Assist the DRSCW staff with forming the Upper Salt Creek Watershed Planning Council (USCWPC) and coordinate and help run a minimum of six (6) meetings of the USCWPC;
- Assist the DRSCW with the development and implementation of an active and passive education program to promote non-point source pollution control awareness to watershed stakeholders;
- Assist the DRSCW with the preparation of the Upper Salt Creek Watershed Resource Inventory by serving as Team Lead for the nonpoint source pollutant load modeling task;
- Serve as Team Lead for the following components of the watershed-based plan:
 - Executive Summary;
 - Identification of potential site-specific and watershed-wide best management practices (BMPs) for water quality improvement;
 - Nonpoint source pollutant load modeling of all site-specific and watershed-wide BMPs;
 - Preparation of planning cost estimates and the identification of potential funding sources for all recommended BMPs;
 - Development of public outreach measures; and
 - Preparation of a schedule for interim, measurement milestones for plan implementation.
- Serve as Team Lead for the final layout and publication of the Watershed-Based Plan;
- Perform a self-assessment of the final watershed-based plan using the USEPA Region 5 checklist;



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- Provide content for a project website (site will be hosted by the DRSCW);
- Effectively communicate with all entities that make up the project team; and
- Must demonstrate the ability to meet project deadlines.

Consultant Key Staff

- At least one (1) Civil or Environmental Engineer (must be an Illinois licensed Professional Engineer) with experience in designing and preparing cost estimates for green infrastructure and BMPs.
- At least one (1) Environmental Scientist, Planner, or Biologist with experience in the preparation of watershed-based plans established by the U.S. Environmental Protection Agency in order for implementation projects to be eligible for Clean Water Act Section 319(h) grant funding.
- At least one (1) GIS technician with experience in the preparation of exhibits for watershed-based plans.

Project Parameters

1. The budgeted amount for this contract is not to exceed \$120,000.
2. The duration of this contract will go through March 31, 2023.
3. TCF and the DRSCW will be the awarding and administering authorities for the contract.

Selection Criteria and Weighting

Technical Approach	30%
Firm Experience	25%
Staff Experience/Capabilities	30%
Work Load Capacity	10%
Collaboration with DRSCW staff	5%

Proposal Requirements

Statements of interest (2 pages) are due by close of business on Wednesday, June 9, 2021 and should be addressed to:

Deanna Doohaluk
Watershed Project Manager
DuPage River Salt Creek Workgroup
10S404 Knoch Knolls Road
Naperville, Illinois 60565

Submit via email to doohaluk@theconservationfoundation.org

Shortlisted firms will be notified by Wednesday, June 16, 2021. A proposal will be requested from each shortlisted firm.