

REQUEST FOR PROPOSALS (RFP)

Highway 4 Regional Water Supply Study

Proposal Due: May 1, 2026 by 5:00 PM Pacific Time

1. Introduction

The Highway 4 Water Agencies (“Member Agencies”) invite proposals from qualified consulting firms (“Consultant”) to prepare a comprehensive, multi-agency assessment of long-term water supply reliability through 2050 for the Highway 4 corridor in Calaveras County. The assessment will evaluate current and future supply needs, system vulnerabilities, opportunities for interagency coordination, and a prioritized set of actions and capital projects to enhance regional resilience.

2. Background on Member Agencies

The Highway 4 corridor is served by four primary water entities. The regional assessment will encompass these agencies and their interrelationships.

2.1 Calaveras County Water District (CCWD): CCWD provides water service in the Ebbetts Pass service area, spanning from Forest Meadows to Camp Connell. The Ebbetts Pass service area receives water sourced from the North Fork Stanislaus River, which is conveyed to CCWD's treatment plant in Hathaway Pines. In addition, CCWD provides water service to just under 50 customers in the town of Sheep Ranch, which receives water from San Antonio Creek in the Calaveras River watershed. CCWD also provides sewer service along the Highway 4 corridor and owns the North Fork Stanislaus River Hydroelectric Project, a critical resource for the entire Highway 4 corridor.

2.2 City of Angels Camp: Founded in 1848, The City of Angels Camp provides municipal water and sewer services within the city limits via its Utilities Department. The City is a co-member of the Utica Water and Power Authority (UWPA) Joint Powers Authority, which supplies raw water to the City through a historic conveyance system from Hathaway Pines to Angels Camp.

2.3 Union Public Utility District (UPUD): UPUD serves the Murphys, Carson Hill, Douglas Flat, and Vallecito areas of Calaveras County, receiving surface water via UWPA sourced from the North Fork Stanislaus River and conveyed through Hunters Reservoir and UWPA's canals and flumes, before treatment and distribution. The District's service is rooted in a historic conveyance network dating back to the 1800s, which evolved from early mining-era systems into today's public supply infrastructure. UPUD is also a co-member of the UWPA Joint Powers Authority.

2.4 Utica Water and Power Authority (UWPA): UWPA is a Joint Powers Authority formed by the City of Angels Camp and the Union Public Utility District. It operates a 27-mile conveyance system comprising reservoirs, Gold-Rush-era ditches and flumes, and two hydroelectric power plants, delivering water to more than 10,000 people in Angels Camp, Murphys, and the surrounding Highway 4 corridor. UWPA's infrastructure is historically significant and central to the region's raw water supply and reliability.

3. Project Overview and Objectives

Deliver a unified, regional assessment determining long-term water supply and facility requirements across agencies, evaluating management actions and capital projects, and recommending strategies to strengthen cooperation and regional reliability through 2050.

4. Scope of Work

The Consultant will review existing planning documents, evaluate current supply and infrastructure conditions, identify deficiencies in supply and facilities, and recommend capital projects and operational strategies to improve long-term reliability. Specifically:

- Agency overview and brief History (i.e., formation, principal law, governance, etc.)
- Description of current agency facilities within Highway 4 Area
- Organization of each agency and staffing levels for each agency facility serving Highway 4 Area
- Summary status and description of current projects, studies, and capital improvement activities
- Review and summarize pertinent information from *Urban Water Management Plans*, *Facility Master Plans*, demographic data, land use planning data and other available documents to determine the future water supply needs and facilities of each agency.
- Summarize existing activities being undertaken by Calaveras County for all agencies in disaster planning and the development of a *Hazard Mitigation Management Plan* (HMMP)
- Provide an overview of agency water rights used in service area, including any contractual obligations / limitations.
- Identification of deficiencies in water supply, facilities, and staffing.
- Identification of potential projects to improve efficiency, address emergencies, and/or replace deficient/ageing/inefficient/obsolete equipment or facilities as follows:
 - Name and fully describe each potential agency project including delivery capacity.
 - Provide information on potential benefits, pitfalls, construction issues and limitations on each project.

- Provide construction cost estimates in 2027 dollars on each agency project based on preliminary design/concept/currently available reports, including a 25% contingency
- Provide an estimate of ongoing annual maintenance and repair costs, fees and other identifiable ongoing costs for each project
- Identify potential grant and low interest loan funding opportunities for each project
- Provide any additional recommendations/concepts/alternatives on each agency's project based on consultant's experience
- Identify methods, models and organizational changes to improve agency cooperation, communication, efficiency, facility utilization, and cost savings.

5. Deliverables

- Consultant will support agency staff in their information gathering and communications while the work progresses. This task includes up to six video conferences / in-person meetings between Consultant and agency staff / ad hoc committee of elected representatives of the member agencies (Stakeholders), as well as monthly written progress status reports. The meetings will include a kickoff meeting, progress/milestone meetings as necessary, an in-person workshop to present the Draft Report (DR) and an in-person meeting to present the Final Report (FR).
- Consultant will prepare a *Draft Report* (DR) for agency review consisting of five copies for each agency
- Consultant, in coordination with agency staff, shall conduct an in-person *Workshop*, approximately 2 hours in length, to present to an ad hoc committee of elected representatives from the member agencies (Stakeholders) a summary of the DR in order to receive their input on the document. Consultant is expected to develop presentation materials and keep meeting notes.
- Consultant will prepare a Final Report (FR) after completion of the workshop and provide ten (10) copies to each agency. Such FR shall incorporate any changes/corrections to the document, and the Consultant will summarize the results of Stakeholder workshop, including a record of comments and suggestions.
- Consultant, in coordination with agency staff, shall conduct an in-person *Workshop*, approximately 2 hours in length, to present the FR in a joint meeting of the agency elected officials scheduled by the agencies. Consultant is expected to develop presentation materials, respond to questions, and keep meeting notes.

6. Proposal Requirements

Proposals shall include the following components, labeled and ordered exactly as listed below:

- **Project Understanding:** Consultant shall provide a brief description of the Consultant's understanding of the Project, including Consultant's perspective on the key elements of what is required in the Report.
- **Company Background:** Proposals shall identify the prime Consultant and any associates or subcontractors proposed to be used. Proposals shall include a description of the company's organization, number of years in business, and relevant experience. Proposals shall provide names and biographies of key team members that will be assigned to the Project and their respective roles and responsibilities. Specific team member experience in preparing this type of report shall be included.
- **Qualifications:** Proposals shall include descriptions of similar projects and/or experiences and/or qualifications Consultants have with past and ongoing projects within the last five years. Proposals shall include at least three (3) references for key personnel and the project team from projects completed within the past five years that were similar in size and scope to this Project. For each reference, proposals shall include a contact name, phone number and email address with a description of the services performed for each reference.
- **Implementation Plan & Scope of Work:** Proposals shall describe the methodology and approach for completing the Project. Proposals shall include a detailed schedule for completion of all tasks.

- **Contract Terms:** Consultant shall provide a statement that Consultant is prepared to sign the standard Agreement without alterations or exceptions or whether it is requesting modifications to the standard Agreement and/or any requirements of this RFP. A copy of standard Agreement is attached as Exhibit ?. Any exception taken to the RFP requirements or standard Agreement must be clearly identified and described. Failure to specify any exceptions, or objection to the requirements, and terms and conditions of this RFP will constitute acceptance of requirements.

- **Government Code Section 84308 Compliance:** Consultants are advised that you must disclose any political contributions totaling more than \$500.00 made by you, or your company, or any agent within the twelve-month period before, or after, the date a final decision concerning this contract is made. A Board Member is prohibited from participating in any action related to a contract if he or she receives more than \$500.00 from the person or company awarded this contract. This government code section also requires a member of the Board or Council who has received such a contribution to disclose the contribution on the record of the proceeding approving this agreement.

7. Scoring & Evaluation

Proposals will be evaluated based on Project Understanding, Qualifications and Experience, Project Team and Expertise, Technical Approach and Work Plan, Schedule and Feasibility, and Cost Proposal (total 100 points). Interviews may be conducted at the Agencies' discretion.

8. Procurement Schedule

RFP Release – April 1, 2026

Questions Due – April 20, 2026

Responses Issued – April 25, 2026

Proposal Deadline – May 1, 2026 at 5:00 PM PT

Interviews – TBD

Anticipated Award/Notice to Proceed – July 1, 2026

9. Submittal Instructions

Submit one searchable bookmarked PDF and five bound hard copies. Subject line: "Highway 4 Regional Water Reliability Assessment – Proposal". Recommended page limit: 30 pages excluding covers, tabs, resumes, and appendices.

10. Terms & Conditions

The Agencies reserve the right to reject any or all proposals, waive minor irregularities, request additional information, and require the selected Consultant to execute the Agencies' standard Agreement.

11. Attachments

Do we want to add any attachments??

Exhibit – Standard Agreement (Draft)

Appendix A – Available Background Documents

Appendix B – Proposal Forms

DRAFT