

Exhibit "A"

West Basin and Central Basin Municipal Water Districts

“Request for Proposal” (RFP)
for the
Board Resolution for The Use of Recycled Water

PREPARATION OF ENVIRONMENTAL DOCUMENTATION SERVICES
INITIAL STUDY

INTRODUCTION

Both the West Basin and Central Basin Municipal Water Districts are requesting Proposals from qualified firms in the preparation of an Initial Study (one study) under the California Environmental Quality Act (CEQA) for the evaluation of the Board Resolution that may impose a surcharge on customers who do not use recycled water if available, technically feasible and financially viable. The resolution supports the state legislatures position that recycled water be used when available.

This RFP describes the Project, the required “Scope of Services”, the minimum information that must be included in the Proposal, and the selection process. Failure to submit the Proposal in accordance with the procedures outlined may be cause for disqualification.

GENERAL INFORMATION/PROJECT DESCRIPTION

Southern California has become increasingly reliant on imported water. In compliance with the California Water Code Chapter 7, West Basin and Central Basin Municipal Water District has worked diligently to decrease that dependence. Through aggressive marketing, West Basin and Central Basin have been able to offer recycled water to many of its potential customers.

The state recognizes per Section 13550 of the Water Code that *“the use of potable domestic water for non-potable uses ...is a waste or an unreasonable use of water within the meaning of Section 2 of Article X of the California Constitution if recycled water is available ...”* In an attempt to encourage the use of recycled water, the West Basin and Central Basins’ Board may adopt a resolution levying a surcharge on potable water users within its jurisdiction, who do not use recycled water if:

- The recycled water is of adequate quality for specific uses;
- The recycled water may be furnished for these uses at a reasonable cost;
- The uses meet State Department of Health approval; and
- The uses will not adversely effect downstream water quality or rights.

West Basin MWD – CEQA/NEPA RFP
West Basin Water Recycling Plant Phase IV Expansion Project
January, 2002

The resolution will be reasonable in nature and include thorough dialog mechanisms. The resolution, while administrative, should reasonably encourage the development of “future projects” particularly pipeline construction. It is not anticipated that any new treatment facilities or expansions will be necessary in the near future.

The following schedule and “Scope of Services” assumes from preliminary research already conducted that a Negative Declaration or Mitigated Negative Declaration will be appropriate.

Schedule

Description	Duration	Start Date	End Date
CEQA Initial Study	3 months	8/03	11/03
File ND or Mitigated ND	45 days	11/03	12/03
Board Resolution		12/03	12/03

Scope of Services

The environmental firm, acting as an independent consultant, is to provide an environmental document in accordance with CEQA, which will be used by the decision makers as a tool of compliance for approving the proposed resolution. The environmental documentation services should include a brief task description along with the costs associated with providing the following deliverables:

- Initial Study Checklist & evaluation of what type of environmental documentation is needed;
- Administrative Draft CEQA document & a one page summary of environmental document that can be used for newspaper advertisements and public notification efforts;
- Endangered Species Investigative Report prepared by a qualified biologist (certified by the U.S. Department of Fish & Wildlife);
- Cultural & Historical Investigative Report to meet State Historic Preservation Organization and prepared by a qualified archaeologist (meeting the U.S. Department of Interior criteria); and
- Indian Resources Report which includes extensive research and information related to Indian sacred sites and Indian trust assets:
 - Draft CEQA document + summary page;
 - Response to Comments received during the public review period; and
 - Final CEQA document.

RFP SCHEDULE

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| ▪ Solicit Proposals for Environmental Services | June 11, 2003 |
| ▪ Proposals Due @ 3:00 pm | June 30, 2003 |
| ▪ Interview Short Listed Proposers (optional) | July 1–7, 2003 |
| ▪ Issue Notice of Award (after Board approval) | July 28, 2003 |

SUBMITTAL REQUIREMENTS

Information to be Submitted

The West Basin and Central Basin requested a proposal describing the firm's capabilities and the method by which the firm would accomplish this RFP's environmental documentation needs. This effort would include development of the summary of each task to be performed, including required components, timeline, budget (per task & total).

- The Proposal must be concise, well organized and demonstrate the firm's and team's qualifications and experience related to the proposed Project.
- The Proposal may not exceed 10 one-sided 8½ × 11 pages including preprinted material, past experiences, resumes, graphics, forms, pictures, etc.

The Proposal shall include, as a minimum, the following sections:

1. Identity of firm: form of business (corporation, partnership, or other), location and address, telephone and fax number and contact for response;
2. A statement as to the firm's history as an established entity;
3. A statement demonstrating understanding of the Project. Include identification of key issues and potential obstacles. Describe applied methodology to overcome those obstacles;
4. Previous experience of the firm / team in performing work similar to that proposed (resolutions, mandates, ordinances, etc). Include your specific role on the project(s), and the term of your engagement on the project(s);
5. Office from which the Project will be administered;
6. A project-specific Organizational Chart identifying key project personnel by name and title;
7. Qualifications and resumes of all key personnel listed on the Organizational Chart:
 - a. Pertinent experience, including title or duties on similar projects;
 - b. Academic Credentials; and

West Basin MWD – CEQA/NEPA RFP
West Basin Water Recycling Plant Phase IV Expansion Project
January, 2002

- c. Membership in and certification by professional societies or other organizations.
8. Schedule identifying specific milestones. Provide a project-specific schedule and milestones from date of award. The effort is to be complete within 4 months after award;
9. List of deliverables; indicate dates West Basin to receive deliverables on the Schedule;
10. Comprehensive description of services to be provided;
11. Names, telephone numbers and addresses of a minimum of five (3) existing or former clients on similar projects, who may be contacted as references; and
12. Project Cost: Provide a list of complete project costs including working hours for each team member and appropriate hourly rates. Project costs per task or milestone.

INTERVIEW

The Districts may choose to conduct interviews of 'short listed' firms. Proposed project key personnel (up to four) may be requested to present their qualifications at an interview. The interviews format will consist of a 30-40 minute round table discussion. Interviews will be informal questions and answers (no formal presentations).

SELECTION PROCESS

A selection committee composed of West Basin and Central Basin staff will review the Proposals and consider the following factors to select the most qualified firm:

1. Completeness of Proposal;
2. Project approach and understanding;
3. Extent of the team's experience in CEQA projects;
4. Professional qualifications of key personnel;
5. Quality of previous work performed;
6. Ability to manage community-sensitive schedule-driven projects;
7. Timeliness for performance or work, and adherence to budget; and
8. Cost of services provided.

**West Basin MWD – CEQA/NEPA RFP
West Basin Water Recycling Plant Phase IV Expansion Project
January, 2002**

Acceptance of Submittals

West Basin and Central Basin will accept the Proposal until 3:00 PM on June 30, 2003.
The Proposal shall be submitted to:

Uzi Daniel
Environmental Quality Analyst
West Basin Municipal Water District
17140 S. Avalon Blvd., Suite 210
Carson, California 90746-1296

Please submit five copies of your firm's Proposal. Proposals received after the date and time listed above will not be accepted or considered for this Project.

If you have any questions, please contact Ms. Uzi Daniel by email at uzid@wcbwater.com. Answers to any questions will be submitted to all bidding firms.