

Central Plymouth County Water District Commission

Minutes of Tuesday April 27, 2021 Special Meeting

The special meeting took place via Zoom video/teleconference due to current COVID-19 social distancing recommendations issued by Governor Charles Baker. Participants attending the meeting were Central Plymouth County Water District Commission Chair Joanne Zygmunt, Commissioner Jack O'Leary, and Commissioner Mark Sotir.

Quorum was reached with three Commissioners voting in affirmative, roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. The meeting began at 7:30 PM.

Chair Zygmunt stated that this was a special meeting to refine and complete the Request for Proposal for the Water Quality Sampling and Analysis Plan for Silver Lake. Commissioner O'Leary talked about how to expand the scope of the project to include all communities and add a schooling/education component. After discussion of the ideas merit, consensus was reached that although a great idea, it would be beyond the capacity of this project.

The Chair asked for any comments from the Commissioners and from Kimberly Groff, Groff Consulting, and the group discussed possible edits that would be completed by Ms. Groff. On a motion by Commissioner Sotir, seconded by Commissioner O'Leary, to have Chair Zygmunt look over the final edits of the RFP from Ms. Groff and forward it to Frank to move ahead with the RFP. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passed unanimously.

Frank will add in appropriate language concerning the evaluation criteria and will also add the required non-collusion and other forms required by MGL 30-B.

On a motion by Commissioner Sotir, seconded by Commissioner O'Leary, to utilize the Request for Proposal process to properly vet qualitative criteria of the respondents, along with price, to provide higher qualitative scoring to consultants whose key project personnel have extensive experience in providing the specific services of the RFP to other organizations at a reasonable price. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passed unanimously.

Frank suggested creating a selection committee to review and rank submitted proposals and offer a recommendation to the Commissioners at the CPCWDC June meeting. On a motion by Commissioner Sotir, seconded by Commissioner O'Leary, to name Commissioner O'Leary, Kimberly Groff, and Frank Basler as the selection committee. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passed unanimously.

Commissioner O'Leary forwarded a great deal of information to the County electronically from files from the early work of the Commissioners. Frank will organize and add it to a location that can be utilized for the CPCWDC benefit.

Next regular meeting of the CPCWDC Commissioners will be Wednesday, May 12 at 6 PM. Motion to adjourn at 8:30 PM by Commissioner Sotir, seconded by the Commissioner O'Leary. Roll call vote: Commissioner O'Leary – yes, Commissioner Sotir – yes, and Chair Zygmunt – yes. Motion passes unanimously, and the meeting adjourned.

Respectfully submitted by,

Frank Basler, Plymouth County Administrator

Handouts: none

Edits from
Comm O'Leary
as requested

DRAFT Request for Proposal: Silver Lake Monitoring Plan

1.0 Introduction and General Description

Through this procurement, Central Plymouth County Water District Commission (CPCWDC or Commission) is seeking a qualified company ("Contractor") to assist CPCWDC by providing specialized technical services to support CPCWDC's development and implementation of a water quality sampling and analysis plan for Silver Lake located in the towns of Halifax, Plympton, Pembroke and Kingston, MA. It is anticipated that the data collected from the effort will help inform community management decisions to address water quality and quantity issues in Silver Lake.

The Contractor selected as a result of this solicitation will be required, among other tasks generally described in the Scope of Services, to: (a) develop a written water quality sampling plan for Silver Lake, (b) develop an EPA approved quality assurance project plan (QAPP) (c) develop and implement a plan to collect input from the communities around Silver Lake, the City of Brockton, watershed associations, DEP, DPH, [define acronyms] on the sampling plan (d) perform sampling (e) perform analysis of water quality data relative to appropriate targets and or standards; and (f) produce draft and final technical memorandum summarizing data and findings along with any recommendations for improving water quality.

Project Background

CPCWDC is working with the surrounding communities to address regional water supply and water quality concerns while balancing the ecological stresses to surface waters. Formed in 1964 by legislative action in response to severe drought¹, CPCWDC Commissioners are appointed by an Advisory Board, which is composed of representatives from each of the eight communities in the District: Brockton, East Bridgewater, Halifax, Hanson, Kingston, Pembroke, Plympton, and Whitman.

The City of Brockton's water supply (PWS) withdrawal from Silver Lake is part of a more than 120-year-old, complex water management operation that now diverts surface water across two sub-basin drainage divides into a third for treatment, then delivery and ultimate consumption. The system diverts water from headwaters portions of three sub-watersheds (North River, Taunton headwater, Jones River) resulting in the exports an average of 9 to 10 MGD (e.g., October through May). After water reaches users it is consumed, collected in the sewer, treated and ultimately discharged into the Mainstem Taunton River. The City of Brockton relies on water sourced from Silver Lake, Monponsett Pond, and Furnace Pond for more than 90% of the finished water the City delivers to its roughly 110,000 customers.

Silver Lake and the surrounding water bodies have been the subject of numerous studies and evaluations of the PWS system (e.g., diversion from Silver Lake, Monponsett Pond, and Furnace Pond) that have been conducted by local, state federal and private entities over the last two decades. Evidence has shown that the diversion by PWS alters of the natural flow regime in the North River, Taunton River

¹ The Central Plymouth County Water District (CPCWD) was established by the Massachusetts Legislature in 1964 (Act 371) "establishing the Central Plymouth County Water District and authorizing the City of Brockton to extend its source of water supply." In addition to establishing the Central Plymouth County Water District, Act 371 authorized Brockton to divert water to Silver Lake from sources located in two different watersheds. Act 371 authorized flow from the Taunton River watershed by diversion of Monponsett Pond into Silver Lake and from the North River basin, by diversion of Furnace Pond into Silver Lake. The Act also required Brockton to construct a water treatment plant at Silver Lake with through-put treatment capacity of "not less than" 20 MGD.

(headwater) and the Jones River sub watersheds. The PWS diversion results in an export of 150% of the water naturally available water in the sub watershed system (Princeton Hydro 2013). According to the Princeton Hydro Report (2013) the diversion represents a transfer of more than 2.5 billion gallons from Monponsett and Furnace Ponds annually (approx. 90% of that from Monponsett Pond).

These facts are compounded by water quality concerns in the surface waters associated with the 3 three sub-watersheds. As shown in Table 1, all waterbodies assessed by MassDEP have been impaired for one or more causes that include impairments for elevated phosphorus, harmful algal blooms, transparency, low dissolved oxygen, nuisance aquatic plants, non-native plants, fish passage, and flow alterations (MassDEP 2001, 20019). The increased loading of phosphorus is attributed to runoff from surrounding land use and flow alterations caused by the PWS diversion. Waterbodies listed as impaired trigger the need to address the causes of impairments through the development of a Total Maximum Daily Load (TMDL) or other related planning activities.

While not the only source, the diversion of water from Monponsett ponds has been shown to increase the loading of phosphorus in Silver Lake (Princeton Hydro 2013). As a result, Silver Lake's water quality is trending toward a state where the frequency and intensity of harmful algal blooms will likely increase with time.

Table 1. Summary of Waterbody Impairments in the 3 Sub watersheds where BWS Diversions Occur.

Water Body Name	Size (acre/mile)	Cause
Furnace Pond, Pembroke	103	Low Dissolved Oxygen
Silver Lake, Pembroke/Plympton,/Kingston	616	Flow Regime Modification
Stetson Pond, Pembroke	88.2	Harmful Algal Blooms, Low Dissolved Oxygen, Dissolved, Phosphorus (Total), Non- native Aquatic Plants
East Monponsett, Halifax	247	Chlorophyll-a, Harmful Algal Blooms, Mercury in Fish Tissue, Non-native Aquatic Plants
West Monponsett, Halifax	283	Chlorophyll-a, Harmful Algal Blooms, Phosphorus (Total), Transparency/ Clarity
White Oak Reservoir	13.2	Nutrient/Eutrophication Biological Indicators
Jones River, Kingston	4.0	Dewatering, Fish Passage Barrier, Algae, Aquatic Plants (Macrophytes), Low Dissolved Oxygen, Turbidity
Jones River, Kingston	0.9	Dewatering, Algae, Aquatic Plants (Macrophytes), Low Dissolved Oxygen, Turbidity
Eel River, Plymouth	1.1	Fish Passage Barrier, Non-native aquatic plants
Eel River, Plymouth	2.7	Fish Passage Barrier, Non-native aquatic plants

Silver Lake is a tributary (via an underground pipe, from East Monponsett) to a sub-watershed that includes a complex of Lakes (e.g., Monponsett Ponds (East and West), White Oak Reservoir, Stetson Pond). All waterbodies are considered to be Class A Public Water Supplies (PWS) and Outstanding Resource Waters (ORWs) by MassDEP. The City of Brockton is authorized to use Silver Lake as it's water supply and under certain conditions the City is permitted to divert water from East Monponsett Pond to Silver Lake. During times of diversion the natural flow direction between the ponds (from East

Monponsett Pond to West Monponsett Pond) may be reversed (West Monponsett Pond to East Monponsett Pond).

In response to water quality concerns, The Final Draft of ?? Monponsett Ponds, Total Maximum Daily Loads (TMDLs) for Total Phosphorus was made available for public comment by MassDEP in March 2021. (comment period closed on March 12, 2021). This TMDL project was initiated many years ago to address ongoing water quality issues with recreation and public water supply uses. While many of the interventions required by the TMDL either have been or are being implemented, there is still a significant effort required to restore the ponds. Restoring the water quality requires a coordinated effort to reduce septic, agricultural loads, implement stormwater Best Management Practices (BMPs), manage lawn fertilizer, and control the releases from legacy sediment accumulation in the Monponsett Ponds. The report identifies major sources of phosphorus as sediment recycling, stormwater runoff (urban and non-urban landuse), septic systems, and cranberry operations. Diversions from Silver Lake were found to contribute to the excursions of water quality standards. The Final Draft TMDL requires 50-70% reduction in total phosphorus loading from developed landuses and stormwater sources that will be implemented through the MS4 (DEFINE ACRONYM) permits held by communities within the contributing watersheds.

MassDEP's TMDL report highlights concerns that the potentially toxic cyanobacterial blooms and excess nutrients in West and East Monponsett Ponds will flow into Silver Lake and the altered hydrology may impact both West and East Monponsett Ponds as well as their downstream outlet, Stump Brook which suffers from low flows (Princeton Hydro, 2013; Horsley Witten, 2015). In addition, the use of Silver Lake as a PWS results in only brief outflows to the Jones River (Princeton Hydro, 2013). The hydraulic diversions result in less Silver Lake water to be discharged to the headwaters of the Jones River, which itself is listed as impaired on the 303d list of impaired waters due to low flows. The diversion of water from East Monponsett Pond affects the hydrology of both West and East Monponsett Ponds and increases the risk of introducing cyanobacteria, some species of which are known to be toxic, to the public water supply source, Silver Lake.

Efforts are underway to address the flow alteration concerns. In 1995 MassDEP and the City of Brockton signed an Administrative Consent Order (ACO) which required the City to develop a Comprehensive Water Management Plan and a strategy to reduce environmental impacts. [please briefly not what actions were taken, and were not taken – ie a desalinization plant was constructed and then used far below capacity, effectively negating the original ACO] In 2017 MassDEP issued a second ACO to the City of Brockton [in response to the inaction noted previously]. The second ACO requires that the City of Brockton to: 1) take action to reduce the likelihood of water going from the West to East Monponsett Pond during diversion by altering their diversion transfer rate (MassDEP 2017), 2) beginning June 1, 2017 maintain a minimum flow of 900,000 gallons/day leaving West Monponsett Pond during diversion periods, and 3) create a Resource Management Plan that will include recommended metrics and procedures for Silver Lake Diversions and Stump Brook Dam operations intended to improve Monponsett Pond's water quality and ecosystem while maintaining Brockton's drinking water supply system reliability.

Lake restoration activities are complex, expansive and ongoing. In addition, management interventions can take years to implement and even more time to realize the effects on surface water quality. As a result, in the Final Draft Monponsett Pond TMDL MassDEP identified the need for follow-up monitoring.

Through this procurement CPCWDC is seeking to select a contractor to develop and implement a sampling plan for Silver Lake. The purpose of water quality data collection will be to: 1. develop a baseline understanding of the current water quality, 2. ~~engagement stakeholders in the stewardship of their shared resources, ["engagement", "stakeholders", and "resources" are overused bureaucratic passive-aggressive BS words and need to be retired. Suggest more direct language:]~~ "Prove to the Brockton Water System (BWS) that they cannot continue ignore the serious problems they are creating for their water supply and the environment" and 3. ~~initiate a "engage the BWS and the state agencies responsible for environmental protection in a specific plan to bring the BWS to conform to current water resource regulations and address the water quality degradation found by this study" collaborative process to address regional water resources challenges.~~ The following section describes the scope of services sought through this procurement.

2.0 Scope of Services

Through this solicitation, CPCWDC is seeking to procure Contractor services to perform the following services. In the RFP Response, Bidders should specify their qualifications and experience with respect to the scope of services described below. With respect to all services required through this solicitation, Bidders must also submit pricing as specified below in this section.

Task 1. Administration and Reporting - The Contractor will maintain communication with the CPCWDC point of contact via telephone, email, web conference, and in-person meetings as appropriate to ensure efficient progress. At the outset of the project, the CPCWDC point of contact and the Contractor will hold a kick-off meeting to refine the timeline for each project task and deliverable. All written documents will be initially submitted to CPCWDC point of contact in draft form for review and comment prior to finalizing each document. It is expected that CPCWDC's review of any deliverable may take up to one month; and therefore, the Contractor must account for CPCWDC's review time when establishing the project schedule. To the extent applicable, the Contractor is responsible for responding to one set of CPCWDC comments on each deliverable to the satisfaction of the Commission prior to finalizing the deliverable. The selected contractor will be asked to provide project updates during regularly scheduled CPCWDC monthly meetings.

Task 1. items include the following:

- Project Kick-off: A kick-off meeting between CPCWDC and the Contractor must be held within a month of contract award and at least 2 weeks prior to the next scheduled CPCWDC meeting. The purpose of the kick-off is to transfer project information and lay out the schedule, deliverables and timeline.
- At the kick off meeting, the Contractor will establish the schedule/frequency of communications regarding the project, particularly with respect to any impacts to the project schedule and deliverables.
- Upon request by CPCWDC, the Contractor will be responsible, for providing monthly progress reports to the Commission during scheduled meetings, including percent completion for tasks, budgets, draft and/or final deliverables.
- The Contractor will invoice the CPCWDC no more frequently than monthly according to the project cost breakdown as outlined in their proposal and specified in the contract budget.

TASK 1 Deliverables:

- Schedule CPCWDC/Contractor kick-off meeting as soon as possible after project award.

- Within 2 weeks after the kick-off meeting, provide CPCWDC with an acceptable detailed project plan and schedule of deliverables, including costs for each deliverable.
- Attendance and verbal status reports ~~outs~~ at regularly scheduled CPCWDC monthly meetings, upon request.
- All administrative duties outlined are anticipated to be ongoing throughout the project duration.

The schedule for completion of this project is June 30, 2022 with an option to extend Task 1 for an additional year.

Task 2. Development of Sampling and Analysis Plan (SAP) and Associated Quality Control Documents –

The Contractor will develop a sampling and analysis plan for Silver Lake. The objective of the monitoring plan will be to establish the water quality condition of Silver Lake and identify any water quality threats to the integrity of the PWS. The water quality condition is influenced by the diversions that occur between October and May. Thus, it is anticipated that year round monitoring will be needed to gain an understanding of water quality condition year round. Consideration should be given to monitoring the condition of East and West Monponsett ~~ponds~~ Ponds [Furnace Pond excluded?], especially during periods when PWS diversions are occurring.

This task will include the review of background information, consultation with PWS and regulatory agencies (MassDEP, DPH), development of a written sampling and analysis plan, development of a written quality assurance quality control plan (QAPP), establishment of water quality targets, and a cost estimate for implementing the monitoring plan. This task must be linked to the public engagement process outlined in Task 3.

Contractor and CPCWDC agree that CPCWDC holds ownership of and unrestricted access to and use of all data and deliverables developed for this project. The Contractor will assure that all water quality data is analyzed by a certified lab and that data is reviewed and managed in accordance with the procedures in the written QAPP plan.

Task 2 items include the following:

- a. Review existing data sources and relevant guidance.
- b. Sampling Analysis Plan Development:
 - Monitoring and assessment goals and objectives
 - Staff roles and responsibilities
 - Data quality objectives
 - Sampling and Analysis Plan (sampling sites, monitoring station types, sampling depths, sampling frequency, locations (latitude and longitude), parameters for analysis, sample type, duration, frequency). Contractor should consider tributaries to the Lake and outlet sampling.
 - Plan to acquire sampling access permissions from property owners [and BWS? BWS has asserted that they control access to Silver Lake].
 - Core and supplemental water quality indicators (including but not limited to dissolved oxygen, transparency, temperature, pH, total-nitrogen, total phosphorus, bacteria, and chlorophyll a and potential cyano toxin in the event of bloom).
 - Summary of water quality targets
 - Detailed cost estimate to implement the plan

- c. Quality assurance and quality control plan.
- d. Contact Lab Support
- e. Data review, approval, and management.
- f. Data analysis and assessment methods for evaluating continuous dissolved oxygen data against water quality criteria and other water quality indicators.
- g. Technical memorandum ~~Memorandum~~ Reporting.

TASK 2 Deliverables (completed within 6 – 10 weeks of contract award):

- A written SAP for Silver Lake.
- A written Draft QAPP including SOPs, data management and data review for submittal to DEP.
- A detailed cost estimate for implementation of the sampling and analysis plan.

The schedule for completion of this project is June 30, 2022 with an option to extend Task 2 for an additional year.

Task 3. Public Outreach and Education – The Contractor must assist CPCWDC in public outreach activities that will be designed to engage ~~[that word again; how about “the District”]~~ stakeholders in the development of the SAP. The primary goal of engagement will be to inform stakeholders the District of the project and solicit input. Outreach must include the consultation with ~~stakeholders~~ the District and their representatives in the development of the sampling and analysis plan. Input from others, including – including but not limited to the municipalities around Silver Lake, the City of Brockton, watershed associations, DEP, and DPH will be brought to the attention of the Commission for consideration. This task should be linked and coordinated at appropriate milestones described in Task 2.

Task 3 Items must include the following:

Develop and implement a public outreach plan for the project with the following components:

- Consultation with stakeholders through one-on-one meetings to solicit input on the development of the sampling and analysis plan – ~~including but not limited to the municipalities around Silver Lake, the City of Brockton, watershed associations, DEP, DPH etc. see above.~~
- Development of a professionally designed informational leaflet that is intended for a general public audience. The leaflet should generally describe the background, issues and concerns, the purpose of the water quality monitoring project and timelines. The leaflet should be made available to the Commission to print and distribute to ~~municipalities and other stakeholders~~ the public and their representatives throughout the duration of the project.
- The Contractor will hold a well-promoted ~~[define? This could be a significant cost item]~~ public listening input session at which sampling results will be presented and discussed at the end of each sampling year, and comments compiled for evaluation by the Commission.
- At the end of the project, the Contractor will produce a short, professionally designed summary intended for sharing with the general public.
- The selected Contractor will work to plan for and facilitate ~~the stakeholder~~ public meetings, including developing presentation material, handouts and the leaflets described above.
- The Contractor will also work with CPCWDC to generate a summary of decisions and action items following each of the meetings.

Task 3 Deliverables:

- Prepare and implement a public outreach plan that includes a summary of tasks, meeting dates, timeline of activities with and linkages to milestones in Task 2.
- Implement the public outreach plan by publicizing meetings, developing agendas, meeting presentations, meeting facilitation, preparation of meeting notes and ~~take-take~~aways, and related communications.
- Prepare draft and final informational leaflet.
- Prepare and distribute a written summary of meeting minutes and outcomes to the stakeholders and CPCWDC within one week of the meeting.

The schedule for completion of this project is June 30, 2022 with an option to extend Task 3 for an additional year.

Task 4. Implementation of Sampling Plan – At the Commission’s request the contractor will implement the sampling plan in accordance with the SAP and QAPP plan.

Task 4 Deliverables:

- Implement Quality Assurance Project Plans (“QAPPs”) and/or Sampling and Analysis Plans (“SAPs”) to perform physicochemical and/or biological sampling and data collection, in support of monitoring objectives
- Perform field sampling in accordance with plans and Standard Operating Procedures (“SOPs”) as appropriate.
- Ensure all samples are analyzed by certified lab in accordance with QAPP.
- Manage data and review all data to ensure that appropriate QA requirements were met.
- A technical memorandum (in draft and final form) summarizing the data gathering process and data analysis performed by the Contractor along with any findings
- All data/information gathered by the Contractor for Task 2 (including all information summarized in writing in the two bullets directly above) must be made available and distributed to CPCWDC in an acceptable file sharing electronic format

The schedule for completion of this project is June 30, 2022 with an option to extend Task 3 for an additional year.

Note to bidders: notwithstanding the potential for optional renewal periods for this contract, all bidders must submit RFP responses that include a project plan/schedule for completion of all project deliverables within the task timelines set forth above.

Timeline and Budget for the Project [timeline is noted multiple times, should be on one place only]

The schedule for completion of this project is June 30, 2022 with an option to extend for an additional year. The detailed water quality monitoring sampling and analysis plan and QAPP plan should be finalized within 10 weeks of the contract award. This proposal may be amended in the future to add additional tasks, add funding, and extend the project schedule.

3.0 Procurement Calendar

EVENT	DATE
Notice	
Bid Release Date	
Deadline for Submission of Questions through	
Official Answers for Bid Q&A published (Estimated)	
EVENT	DATE
<u>Deadline for Quotes/Bid Responses</u>	
Notification of Apparent Successful Bidder(s) (Estimated)	
Estimated Contract Start Date	

4.0 Bidder Qualifications

Bidders must provide a narrative summarizing its experience in monitoring surface water quality and engaging stakeholders and the public. Bidders must have previous experience and familiarity with standardized procedures, QA/QC issues and data management.

In addition, the statement of qualifications must address the following key areas:

- A. previous experience with water quality monitoring projects
- B. previous experience with stakeholder engagement and public outreach [lets not exclude outsiders who aren't part of the state agency clique. These same state agencies haven't been effective yet on this issue, so why place a value on their participation?]
- C. demonstrated adherence to use of standardized procedures and quality control and quality assurance in all aspects of monitoring
- D. previous experience with provision of data (e.g., electronic data deliverables, or EDDs) in a timely and complete manner

Company experience

Each firm shall provide a brief description of the company's years of experience conducting any work for which they are bidding in response to this RFP.

The RFP Response shall provide in the Statement of Qualifications the following items:

- A. Provide resumes for the Bidder's Key Employees including any subcontractors who will have primary responsibility for project tasks, and identify their educational qualifications, work history, and current job description(s);
- B. Provide three (3) references who may be contacted by CPCWDC to discuss the Bidder's qualifications, including (if applicable) their subcontractor(s)'s qualifications, work experience, and ability to perform the services;
- C. A narrative statement describing the Bidder's qualifications and any prior and/or current work experience pertinent to performing any of the services described in the RFP, including a description of any similar projects performed by the Bidder and any other information relevant to their ability to successfully perform the services under the contract;
- D. A Company Profile or Organizational Chart; and

- E. A list of any proposed subcontractors and the specific task(s) to be performed by the subcontractor(s)

Upon contract award CRCWDC reserves the right to review and approve of resumes of assigned project staff and subcontractors.

Description of Proposed Scope of Services

Bidders should include a description of the proposed scope of services, a timeline and budget of activities.

Data Ownership

CPCWDC's Ownership of, and Unrestricted Access to and Use of Data and Deliverables: Contractor and CPCWDC agree that CPCWDC holds ownership of and unrestricted access to and use of all data and deliverables developed for projects under this MSA. Related documentation includes all finished or unfinished analyses, data files, test data, test results, field sheets, schedules and planning documents, training materials, forms, reports and similar documents, including modifications thereto.

NOTE TO BIDDERS: Reports and documents developed by the bidders under this contract must be produced in an accessible format [define; we don't mean Braille do we? And what about the "Environmental Justice" rules?] and must be provided to the Commission in their original electronic form, free from any restriction on modification, reproduction, publication, or distribution.

Progress reporting and Billing

After contract award, and as part of the project or task-specific, scope of work the Contractor shall be required to provide progress reports and/or deliverables to the Commission as agreed upon by the parties to effectuate the project goals. These reports/deliverables shall be submitted verbally, and/or? via Email (MS Word or other suitable software) to the Commission point of contact.

5.0 Evaluation Criteria

The review team will evaluate the Responses using the following general process.

Step 1 – Initial Screening: RFP Responses received by the review team within the date and time deadlines set forth in the Estimated Procurement Calendar will be screened for compliance with completeness and responsiveness to the requirements provided in this RFP.

Step 2 - Bidder Qualifications: The review team will evaluate the portions of the Bidders' Response that provide the information on Bidder qualifications and capabilities to provide the services for the Contract. The team evaluation of each Bidder's capabilities and experience will include contacting client points-of-contact to obtain references. CPCWDC also reserves the right, in its discretion, to contact and ask about any Bidder's past performance from any other individual or organization in addition to those clients/projects cited by Bidders in the Response. It is the responsibility of the Bidder to ensure that contact information for previous projects is up to date.

Step 3 – Bidder approach, proposed scope of services, labor rates and timeline: CPCWDC will review and evaluate the Bidders' proposed effort, standard labor rate submissions for services and proposed

timelines for completion of activities. As indicated above, the Commission reserves the right to request and negotiate all rates on a project-by-project basis after Contract Award

The ranking will be reviewed based on the preceding criteria by the ~~Onset District Fire Building Committee~~CPCWDC. After the review of all submitted qualification statements and reference checks, the ~~Onset District Fire Building Committee~~CPCWDC will select three (3) finalists with the highest scores for interviews. If there is a tie for the third place finalist, then both Responders that tied will be included, bringing the total to four (4) for interviews. Interviews with the ~~Onset District Fire Building Committee~~CPCWDC and auditions with ~~Prudential Committee~~American Idol will be scheduled in November. These interviews will result in a final ranking of the short-listed finalist Responders. The top ranking finalist is the Successful Responder.

Resources

Coler & Colantonio, Silver Lake Stewardship Project Bathymetric Mapping of Silver Lake And Forge Pond, March 2003.

ESS Group, Silver Lake Water Quality Assessment A Silver Lake Community Awareness Project Kingston, Massachusetts, Project No. J085-000, February 25, 2004.

Hanson Murphy And Associates, Subject: Silver Lake Water Supply System Overview Report, January 2006.

Horsley Witten Group, Assessment of Tri-Basin Area Water Management Alternatives And Simulated Impacts to Silver Lake and The Jones River, Southeastern Massachusetts
June 30, 2016.

Hurley, S., Fisheries Sampling Report- Preliminary Data Summary Silver Lake- Kingston, Pembroke, Plympton, Southeast District Fisheries Manager Massachusetts Division Of Fisheries And Wildlife, January 15, 2014.

IEC Inc., Economic Evaluation Of The Costs And Benefits of The Forge Pond Dam Fish Passage Improvement Alternatives, October 11, 2013.

MassDEP (2019) Final 2016 Integrated List of Waters, MassDEP, Division of Watershed Management 2019.

MassDEP (2021), Draft Final West and East Monponsett Pond System Total Maximum Daily Loads for Total Phosphorus (CN 446.1), MassDEP 2021.

MassDEP (2019), Final 2016 Integrated List of Waters, MassDEP 2019.

MassDEP (2001) South Shore Coastal Watersheds 2001 Water Quality Assessment Report, MassDEP, Division of Watershed Management, Report 94-AC-2, CN 93.0.

MassDEP (2001) Taunton Coastal Watersheds 2001 Water Quality Assessment Report, MassDEP, Division of Watershed Management, Report 62-AC-1, CN 94.0.

Massachusetts Division of Marine Fisheries (MassDMF) (2013) River Herring Spawning and Nursery Habitat Assessment Silver Lake 2008-2009, Technical Report TR-54, MassDMF, August 2013.

Masterson, J.P., Carlson, C.S., and Walter, D.A., 2009, Hydrogeology and simulation of groundwater flow in the Plymouth-Carver-Kingston-Duxbury aquifer system, Southeastern Massachusetts: U.S. Geological Survey Scientific Investigations Report 2009–5063, 110 p.

Masterson, J. P., Walter, D. A. 2009. Hydrogeology and Groundwater Resources of the Coastal Aquifers of Southeastern Massachusetts. Reston, VA: U.S. Geological Survey.

Princeton Hydro (2013) Sustainable Water Management Initiative Report Monponsett Pond and Silver Lake Water Use Operations and Improvement SWMI Project No. BRP 2012-06, Prepared for: Town of Halifax, Massachusetts, July 2013.

And other documents on file with the Commission.