

NOTE: Revisions in RED

Appendix A

December 20, 2023

***Lake County Stormwater Management Commission
Consultant Selection Questionnaire***

This questionnaire is intended to give the Lake County Stormwater Management Commission (SMC) the most objective listing of each prospective contractor's abilities. The questions should be answered to reflect your firm's current staff expertise. If you or your organization plans to increase your staff qualification, you may update the questionnaire at any time in the future to indicate the additional qualification(s). The SMC will utilize the completed questionnaire to evaluate your firm's qualifications and experience in place of any previously submitted Statements of Qualifications.

1. STORMWATER AND WATERSHED MANAGEMENT PLANNING

- a. What qualifications and experience does your firm have in the development of stormwater management plans? Include experience in performing watershed and project analyses, the analysis and development of alternative plans, and the research and development of financing mechanisms. Please include specific projects.
- b. What experience does your firm have with performing economic analyses as related to water resources projects? This would include experience in the computation of damage curves, expected annual damages, construction costs, and the benefit/cost ratios for structural solutions. Also include the qualitative and quantitative costs and benefit analysis of non-structural solution.
- c. What experience does your firm have in the development of stormwater management programs?
- d. What experience does your firm have in the development and implementation of stormwater services charge programs?
- e. What experience does your firm have in multi-objective, multi-jurisdictional watershed management planning?

2. HYDROLOGIC AND HYDRAULIC ANALYSIS

- a. What qualifications and experience does your organization have in the development and use of continuous and single event computer modeling for site design, watershed analysis, flood studies, floodplain mapping, water quality studies, etc.? Your experience should focus specifically in the use of the following models: HSPF, FEQ, HEC-1, HEC-2, HEC-HMS, HEC-RAS, HECWRC, TR20, WSP2, SWMM, ILLUDAS, (you may also list other models you have used).

- b. What experience does your firm have in the development of meteorologic and hydrologic databases? What experience does your firm have in statistical analysis?
- c. What qualifications does your organization have in the development of unique programs, models or software?

3. SURFACE WATER QUALITY

- a. What qualifications and experience has your firm had in the planning, design, and implementation of water quality management projects? What qualifications do you have in watershed management, lake and stream remediation, and water resources public policy development?
- b. What experiences has your firm had in the use of water quality models? Does your firm have expertise in the planning and implementation of water quality monitoring/sampling programs? What applications for watersheds, lakes, and streams have you utilized for non-point source pollution loadings?
- c. What experience does your firm have with the NPDES stormwater permitting program?

4. NATURAL RESOURCE PROTECTION AND MANAGEMENT

- a. What specific experience does your firm have in the preparation of environmental assessments, environmental impact statements, and environmental inventories?
- b. What experience does your organization have in the identification, delineation, functional assessment and mitigation of wetland resources?
- c. What experience does your organization have in the protection and management of wetland ecosystems? Include experience in the development of management programs and ordinances.
- d. Describe your firm's qualifications and experience in aquatic ecology, limnology, and the management of stream and lake ecosystems. Include experience in lake management and restoration, stream maintenance, bank stabilization, and stream habitat restoration projects.
- e. What experience does your firm have in natural resources and open space planning? Include experience in inventories, and policy and plan development with multiple jurisdictions.

5. SITE DEVELOPMENT REGULATIONS

- a. What project experience has your firm had in the interpretation of relevant federal, state, and local regulatory programs and requirements? Include experience with FEMA, IEPA, the Corps of Engineers and the IDNR/OWR.
- b. Has your organization performed reviews of site developments, or hydrologic and hydraulic analyses for federal, state, or local government? Please describe this experience.
- c. What experience has your firm had in the development of federal, state, and local ordinances or technical manuals?

6. CAPITAL PROJECT DESIGN

- a. What experience does your organization have in the development of plans and specifications for water resources projects, including those projects with a water quality focus?
- b. What experience does your firm have in construction management?
- c. What capabilities does your organization have in geotechnical analysis, including soil testing, materials testing, and groundwater monitoring?

7. LAND SURVEYING

- a. What experience has your firm had in performing land surveys for hydraulic and hydrologic analyses?
- b. What qualifications and experience does your firm have regarding topographic, and land or construction surveying? What equipment does your firm utilize? GPS?
- c. Does your firm have a Registered Land Surveyor on staff?
- d. What experience does your firm have with remote sensing as related to water resources projects?

8. OTHER SERVICES NOT COVERED ABOVE

- a. **Design and GIS Softwares used: (provide list)**
- b. Please provide a description of other professional services your firm could offer SMC:

9. CONSTRUCTION RELATED SERVICES

- a. Management
- b. Demolition
- c. Landscaping
- d. Excavating
- e. Surveying

10. SUPPORTING DOCUMENTS

- a. STAFF QUALIFICATIONS

Please provide a brief description of relevant professional staff, including employee name, job description, level within the organization, education, years and type or relevant experience, and where the individual is currently staffed.

- b. REFERENCES

Please provide a listing of at least five (5) clients for whom you have done work, within the last two- (2) years, comparable to that referenced above.

**FIRM NAME, WEBSITE, CONTACT PERSON W/E-MAIL ADDRESS,
MAILING ADDRESS, PHONE NUMBER**

1) Stormwater and Watershed Management Planning

- a. Detailed, comprehensive watershed plans
- b. Economic analysis, (cost-benefit, qualitative quantitative analysis)
- c. Stormwater management program development
- d. Service charge (utility) development
- e. Multi-objective, multi-jurisdictional watershed management planning

2) Hydrologic and Hydraulic Analysis

- a. Continuous, single event computer modeling
- b. Meteorologic, hydraulic data basis
- c. Unique program, model software development

3) Surface Water Quality

- a. Water quality management plans and programs, policy development
- b. Water quality modeling, monitoring, loadings, characterizations
- c. NPDES permit development

4) Natural Resource Protection and Management

- a. Environmental assessments, impact statements, inventories
- b. Wetland delineation, functional assessments, mitigation
- c. Water-related ecosystem protection and management, non-structural flood control and water quality solutions
- d. Lake and stream restoration and management
- e. Open / Natural Resource space planning

5) Site Development Regulations

- a. Federal, state, local permit applications
- b. Plan review, inspection service for local governments
- c. Ordinance, Technical Reference Manuals, regulatory program development

6) Capital Project Design

- a. Structural solution plans and specs
- b. Construction management
- c. Geotechnical analysis

7) Land Surveying

- a. Topographic and drainage system data for H and H
- b. Site planning, construction surveying
- c. Professional Land Surveyor on staff
- d. Remote sensing related to water resources

~~What experience does your firm have in the development and support of computer networks?~~

8) Other Services Not Covered Above

- a. **Design and GIS software used: (provide list)**
- b. Please provide a description of other professional services your firm could offer SMC:

9) Construction Related Services

- a. Management
- b. Demolition
- c. Landscaping
- d. Excavating
- e. Surveying

10) Supporting Documents

- a. Staff Qualifications
- b. References

Return your completed SOQ questionnaire and any supporting documentation

to: Darcy McNeill

Lake County Stormwater Management Commission

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