

**REQUEST FOR PROPOSALS
NORTHEAST OHIO REGIONAL SEWER DISTRICT
2024 WATERSHED PARTNERS SERVICE AGREEMENT PROGRAM
September 21, 2023**

A. PURPOSE

The Northeast Ohio Regional Sewer District (District) recognizes that watershed organizations provide essential services to the District and the District's Member Communities in the District's service area. These organizations further the District's mission of addressing water quality concerns through community engagement and education, monitoring, and the planning, funding, and implementation of projects related to innovative stormwater management practices, including green infrastructure, that reduce pollution and minimize the introduction of stormwater into storm, sanitary, or combined sewers. Watershed organizations help local governments and residents understand the region's water quality issues and best practices to address those concerns. The activities of watershed organizations also support the District's activities under Titles III, IV, and V of the Code of Regulations to promote the use of pollution prevention techniques and best practices to control stormwater runoff, address illicit discharges, and minimize the introduction of stormwater into sanitary sewer systems through the implementation of on-site stormwater management practices.

B. NEED

The District desires to enter into Service Agreements with watershed organizations that demonstrate the ability to provide public education relevant to the District, and to perform projects implementing pollution prevention techniques and best practices to control stormwater runoff, minimize the introduction of stormwater to sanitary or combined sewers, and provide services that support the Regional Stormwater Management Program.

C. SERVICE AGREEMENTS

The service agreement amount will be based on the eligible services offered and is limited to eligible watershed organizations. The total value of these services shall not exceed \$40,000 annually. Each service will be individually defined. The selection of services is solely at the District's discretion and the District is not obligated to purchase services from any watershed organization nor is the District obligated to purchase specific services from any specific organization. For example, the District may contract with a watershed organization outside a particular watershed if that organization is best able to provide such services to the District.

Payment for services contracted under a service agreement will be reviewed quarterly with watershed organizations receiving payment upon review and approval of submitted documentation.

D. ELIGIBLE WATERSHED ORGANIZATIONS

Watershed organizations with 501(c)(3) status that primarily provide service to the tributary watersheds of the District's service area are eligible to propose services to the District as detailed in this Request for Proposals.

E. ELIGIBLE SERVICES

The District seeks to contract with eligible watershed organizations for the following services:

- Services related to community engagement and education on the region's water quality issues and best practices to address these problems, as well as monitoring and planning work that advances watershed management in Northeast Ohio.
- Restoration of streams, wetlands, and other degraded landscapes to address flooding, streambank erosion, and water quality problems.
- Preservation and conservation of open spaces through land acquisition and conservation services.
- Educational programming and presentations associated with watershed management, conservation, pollution prevention, and other practices.
- Assistance to local governments to promote sustainable watershed management through the adoption and implementation of codes, balanced growth plans, and best land use practices that help maintain compliance with state and local environmental regulations.
- Providing communities with compliance and reporting assistance regarding the Ohio EPA National Pollutant Discharge Elimination System Stormwater Program annual permit requirements.
- Workshops and assistance on watershed management practices to interested landowners and community professional advisors, including law directors, engineers, and planners.
- Assistance to interested planning commissions, councils, trustees, and other components of local governments to consider implementation of best land use and land management practices.
- Implementation of innovative stormwater and watershed management practices that reduce pollution and minimize the introduction of stormwater to sanitary and combined sewers.
- Coordinate and implement climate resiliency measures, projects, and programs throughout the Central Lake Erie Basin.
- Services to support the District's activities under Titles III, IV, and V of the Code of Regulations to promote the use of pollution prevention techniques and best practices to

control stormwater runoff, minimize illicit discharges, and minimize stormwater in sanitary sewers through the implementation of on-site stormwater management practices.

- Services to support the District's implementation of District Stormwater Master Plan recommendations to promote reduced flooding and erosion and improve water quality through project-based grant funding support and project implementation assistance within the Regional Stormwater System under the Regional Stormwater Management Program.

F. WATERSHED ORGANIZATION RESPONSIBILITIES, FAILURE TO COMPLY AND LIMITATIONS OF DISTRICT SUPPORT

Upon signing a service agreement with the District, watershed organizations will be required to:

- Recognize the District in presentations, publications, annual reports, websites, and other documents as appropriate.
- Complete work as detailed in the proposal submitted in response to this Call for Proposals.
- Complete and submit required progress and financial reports. Templates for these reports will be provided by the District.
- Meet with District staff when requested to review progress.

Failure to meet any of these requirements may result in termination of the service agreement.

Entering into a service agreement with the District shall not be construed as District's support for the watershed organization's overall activities. Watershed organizations shall not use District's name or logo in connection with activities outside the scope of an approved agreement without prior approval of the Manager of Watershed Grant Programs.

G. SELECTION CRITERIA

Proposals will be evaluated based on need for eligible services and criteria described in this section. Proposals are eligible for funding only if all the criteria detailed below are addressed. The District will review proposals and award points in each category based on the quality and depth of answers provided. Proposals will be evaluated individually on points awarded.

1. Provide sufficient detail to substantiate that proposal is submission of an Eligible Applicant per Section D. Include: board rosters, three (3) letters of support from local governments, and other information sufficient to substantiate that they are considered a representative organization dedicated specifically to the improvement of the designated watershed. (20 points) To be considered, letters of support *must* be included with the proposal.
2. Describe the organizational structure, staffing, and membership. Include recent audited financial statement or IRS Form-990 and annual budget. (20 points)
3. Provide status of Nine-Element Nonpoint Source Implementation Strategic (NPS-IS) Plans, Balanced Growth Plans, and Total Maximum Daily Load studies. (10 points)

4. Complete an individual Watershed Partner Proposed Service Worksheet for each of the services that will be provided by the watershed organization to the District (see Attachment A). Submit only one (1) page per service. (50 points)

H. APPLICATION

The application for the Watershed Partner Service Agreement is located at:

<https://apps.powerapps.com/play/e/default-31fe6175-dc99-491b-9f3e-e403f236d2d2/a/7a36c480-88dc-4071-8100-1b9befbac581?tenantId=31fe6175-dc99-491b-9f3e-e403f236d2d2&hint=35822514-5819-4332-9bf9-39ca451c5ce8&sourcetime=1695218895709>

To register an account with the District, please fill out the Access Request Application located at:

<https://forms.office.com/g/6t61wBNZkc>

I. QUESTIONS AND IMPORTANT DATES

Please direct all **questions** regarding this funding opportunity to Keith McClintock, Manager of Watershed Grant Programs.

Keith McClintock
1-440-799-2978
mcclintockk@neorsd.org

Important Dates

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| 1. Call for Proposals available from the District: | September 21, 2023 |
| 2. Proposals due: | October 27, 2023* |
| 3. Project awards anticipated: | December 7 or 21, 2023 |
| 4. Service Start Date: | January 1, 2024 |

**Anticipate a notice of proposal receipt upon submission.*

ATTACHMENT

A

Watershed Partner Proposed Service Worksheet

Title of Proposed Service:

Total Cost: \$

Eligible Service Category (*see Section E*):

Description of Proposed Activity (*limit to 150 words*):

Service Deliverable(s) *(list in bullet format):*

Long-term Outcome(s):