



UPPER COLORADO RIVER COMMISSION

50 South 600 East Suite 100 • Salt Lake City, UT 84102 • 801-531-1150 • www.ucrccommission.com

August 11th, 2025

Re: Response to Questions submitted on 2025-03-DT-UCRC RFP

To Whom it May Concern:

Questions regarding the subject Request for Proposals have been submitted to the UCRC Project Team. Please find the questions and the corresponding responses outlined below.

Question: On page 2 of the RFP, it states the proposal deadline is August 29th by 12 PM MT. In the sequence of events table on page 5, it states the proposal deadline is August 25th. Please clarify which is the correct deadline.

Answer: The deadline for the proposal is **August 29th by 12PM MT**. The sequence of events table has been updated to reflect the correct proposal deadline date and other dates associated with the RFP selection.

Question: Would it be acceptable to include project examples and team qualifications as appendices, with the main 10-page narrative focused on our approach, organizational chart, and team structure? Alternatively, would you consider increasing the page limit to 15 pages to allow us to provide a comprehensive response within the main document?

Answer: Resumes of key personal (limited to two pages each) and individual qualifications should be included as an appendix. Project examples, team qualifications, and organizational charts need to be included within the 10-page limit.

Question: Can you provide more information about the evaluation and selection process? Specifically, can you identify who is on the selection committee and/or the general composition of representation?

Answer: The proposal review and selection committee will be composed of representatives from the Upper Colorado River Commission and the Wyoming State Engineer's Office. The committee will be responsible for reviewing all submitted proposals and selecting the most qualified offeror based on a defined set of scoring criteria. As part of the evaluation process, the committee may also choose to conduct interviews with offerors if deemed necessary. Proposals will be selected based upon an evaluation of the proposed approach, demonstrated competence, professional qualifications necessary for the satisfactory performance of the Contract Objectives, availability, and the proposed budget.

Question: On Page 7, Section F. Proposal Evaluation, of the RFP, the listed percentages for each evaluation factor currently total 86%, with "Firm Resources" assigned a value of 1%. Could you please confirm whether the percentage for "Firm Resources" should be 15% rather than 1%, or clarify if there are additional evaluation factors not listed in the section?

Answer: The percentage for "Firm Resources" should be 15% rather than 1%. This error has been corrected in the RFP.

Question: Proposal Deadline: Is it August 25th or 29th?

Answer: The deadline for the proposal is **August 29th by 12PM MT**. The sequence of events table has been updated to reflect the correct proposal deadline date and other dates associated with the RFP selection.

Question: Password Protected Cost Proposal: Do we include the password along with our final proposal in an email to you or someone else?

Answer: Please include the password for the Cost Proposal with the final proposal via email to Rachel Musil, UCRC Deputy Director, at rmusil@ucrcommission.com

Sincerely,

A handwritten signature in black ink, appearing to read "Rachel Musil". The signature is written in a cursive, flowing style.

Rachel Musil, PE
Deputy Director/Chief Engineer
Upper Colorado River Commission