



Cochise County
Community Development
Planning, Zoning and Building Safety Division

Public Programs...Personal Service
www.cochise.az.gov

INTEROFFICE MEMO

Date: March 8, 2018
To: Flood Control District Board of Supervisor English
From: Joaquin Solis, P.E., Floodplain Engineer
Subject: Brief Summary explaining the purpose, requirements and steps to prepare the Natural Resources Conservation Service (NRCS) Watershed Plan, Environmental Assessment (Plan/EA) and Design:

- The Plan/EA Statement of Work (SOW) is prepared to assess and document the need and feasibility of a project to address identified natural resource concerns and opportunities within the study area (see the attached map area).
- A Plan/EA must be prepared according to, but not limited by the Watershed Protection and Flood Prevention Act (Public Law 83-566), the National Environmental Policy Act (NEPA), the Principles and Requirements for Federal Investments in Water Resources (PR&G), the NRCS National Watershed Program Manual (NWPM), National Watershed Program Handbook (NWPH) regulations, and policies.
- The Plan/EA must be completed within six (6) months from the notice to proceed.
- A contractor (Engineering Consultant), once selected, shall provide a schedule to include coordination meetings, progress reports and any potential work that is not within the Statement of Work before work begins. The selected contractor shall:
 - Collect and review any/all existing data and informational reports concerning the study area from the Sponsor (Cochise County) and NRCS relating to: soils, geology, hydrology, hydraulics, biological resources, cultural resources, demographics, and other resources associated with the study area.
 - Come up with a list of reasonable alternatives to address the natural resource concerns, preparing preliminary and final memorandums explaining the strengths, weaknesses and costs of each alternative, address comments from the sponsor/s, provide final alternatives, provide a workshop to present the alternatives and select alternatives for a more detailed study.

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- Refine those alternatives by expanding the narrative description, conceptual drawings and cost estimates for implementation by focusing on strengths, weaknesses, opportunities and constraints of selected alternatives to develop a planning-level engineering design to accurately define and evaluate selected alternatives and approximate locations of improvements.
- Conduct an economic analysis for each alternative selected and compare against a do-nothing alternative, complete a benefit-cost analysis for each to evaluate the effects (economic, social, and environmental)
- Repeat preliminary and final memorandums, workshops of the more detailed alternative descriptions to present to the sponsor and NRCS to select a preferred alternative.
- Coordinate with the sponsor to arrange for and facilitate two public meetings during development of the Plan/EA during preliminary planning to inform the public about the planning effort and to scope issues to be considered during development. The second public meeting is to present the preferred alternative and to invite comments.
- Prepare the Plan/EA with contents in accordance with the National Watershed Program Manual and the National Watershed Program Handbook.
- Prepare and submit the preliminary Plan/EA document in electronic format and two hard copies to the sponsor. The sponsor, in cooperation with the NRCS, will then distribute the preliminary Plan/EA for internal review. Comments received will be forwarded to the contractor to be reviewed. Written responses will be submitted to the sponsor. Contractor shall incorporate applicable resolved comments into the Final Plan/EA, prepare the document and submit for final review and approval.
- If any additional work becomes necessary, optional tasks must be authorized in writing by the Sponsor based on the needs identified during development of the Plan/EA. If the Sponsor determines that additional work is needed, the contractor shall prepare and submit a proposed Statement of Work and fee for review and approval before being incorporated into the report.

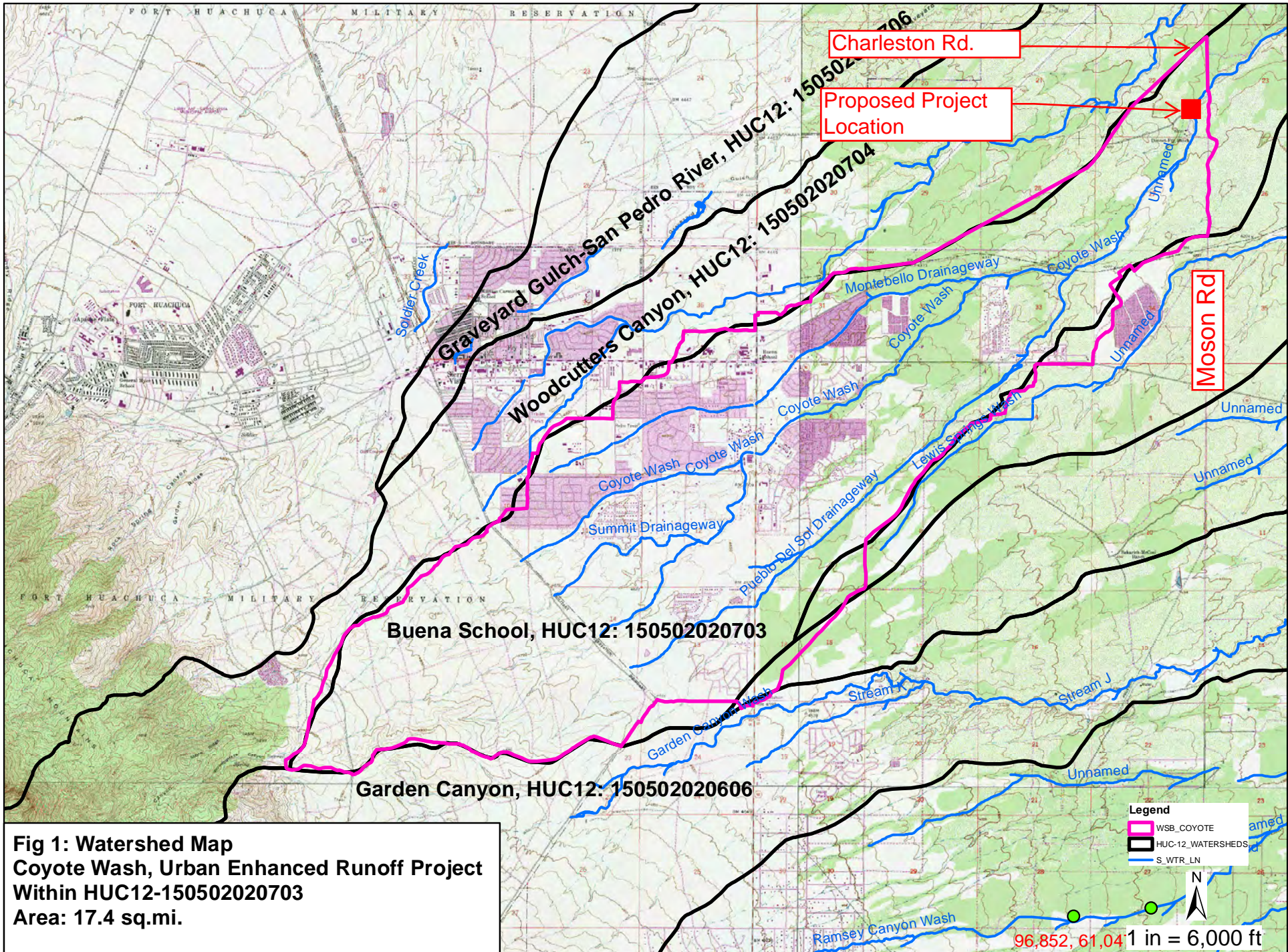


Fig 1: Watershed Map
Coyote Wash, Urban Enhanced Runoff Project
Within HUC12-150502020703
Area: 17.4 sq.mi.

Legend
 [Pink Line] WSB_COYOTE
 [Black Line] HUC-12_WATERSHEDS
 [Blue Line] S_WTR_LN



96,852, 61,041 in = 6,000 ft