



September 5, 2019

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**Re: Phase 2a – 3 Canyons Infrastructure Improvements Holistic Management Services**

Dear Ms. Riggs,

This letter will serve as the Scope of Professional Services for the above-referenced project. The scope reflects our discussions during our March 30, 2019 meeting and site visit.

**Project Understanding**

Based on our conversations we understand that the goal of this project is to restore perennial grasses on 480 acres of former farmland located within the San Pedro River uplands, less than one mile from the river. Stormwater runoff accumulates and transports pollutant E. coli laden sediment loads to the San Pedro River from and through the project area. Range Improvement Practices, including grazing management, mulching, seeding, crop cover, fencing, and a water facility, is proposed to capture, cleanse and reduce stormwater runoff.

The site is on Cochise County property located near Palominas, Arizona on the southwest corner of 3 Canyons Boulevard and Palominas Road. The site offers good visibility and location as a learning laboratory for local ranchers and land managers, which can offer demonstration tours and monitoring for both soil and water health over time. As such, the County desires to install infrastructure improvements for fencing, watering, handling, and monitoring and has grant funding to do so.

**Project Approach**

This Phase 2a part of this project consists of a research and installation of improvements effort that will refine the recommended alternative in Phase 1 (Planning Phase) and will be conducted to: 1) research infrastructure improvement techniques, 2) Prepare improvement cost estimates, 3) design and construction administration for fencing (permanent and mobile), design and construction administration for handling, design and construction administration for watering, and coordinate with contractors/consultants for monitoring 4) research on

complementing land management treatments to complement animal impact, and 5) research and apply for appropriate grant programs.

### Scope of Professional Services

WEST Consultants, Inc. (WEST) has prepared the following scope and fee for Phase 2a services for Cochise County. The following description of work tasks has been developed to address the project understanding and project approach as described above.

TASK 1 Meetings and Coordination Lump Sum Fee: \$3,600

- a) Kick-off meeting
- b) Prepare a project schedule for Phase 2a Services.
- c) Monthly project progress meetings: Up to two (2) including kick-off meeting.
- d) Prepare and distribute meeting minutes.

TASK 2 Research Infrastructure Improvement Techniques Lump Sum Fee: \$10,440

- a) Research, collect and receive consultation from any appropriate source that will enhance the project as follows:
  - a. Master grazing experts, such as Greg Judy
  - b. Native Grass experts, such as Jim Koweek
  - c. Livestock infrastructure improvements:
    - i. Fencing (permanent and mobile)
    - ii. Handling and Loading Facilities
    - iii. Watering System
  - d. Monitoring for the following and beyond, as appropriate:
    - i. Water Quality
    - ii. Flow and Infiltration Meters
    - iii. Precipitation Gauge Stations
    - iv. Continuous Slope Area (CSA) installations
  - e. Potential Test Plots, such as:
    - i. Biochar
    - ii. Foliar Application
    - iii. Keyline
    - iv. Biosolids
    - v. Rain simulation
    - vi. Native grasses
    - vii. Composting

- f. Developing and managing project partners such as:
  - i. Agricultural Extension
  - ii. Arizona Department of Environmental Quality
  - iii. NRCS
  - iv. Agricultural Research Service

TASK 3 Design and Prepare Improvement Cost Estimates for: Lump Sum Fee: \$3,880

- a) Estimates from up to 3 vendors for the following infrastructure improvements as described in TASK 2a and 2c:

- a. Fencing (permanent and mobile)
- b. Handling and Loading Facilities
- c. Watering System

- b) Estimates from up to 3 vendors for the following monitoring improvements as described in TASK 2d:

- a. Water Quality
- b. Flow and Infiltration Meters
- c. Precipitation Gauge Stations
- d. Continuous Slope Area (CSA) installations

TASK 4 Design and Construction Administration Lump Sum Fee: \$10,440

- a) Provide design and construction administration for the following infrastructure improvements:
  - a. Fencing (permanent and mobile)
  - b. Handling and Loading Facilities
  - c. Watering System
- b) Coordination with Monitoring Consultants and Contractors for installation as appropriate

TASK 5 Complementing Land Management Treatments (test plots) Lump Sum Fee: \$8,040

- a) Research complementing land management treatments as described in TASK 2a and 2e to enhance or accelerate the land regenerative process to provide added value to both public outreach and education and to improve water quality and soil health.

TASK 6 Prepare Grant Application Lump Sum Fee: \$9,940

- a) Prepare a grant application to pursue the NRCS Conservation Innovation Grant (CIG) or other as approved that are designated to inspire creative problem-solving that boosts production of agriculture with a focus on improving water quality, soil health, and wildlife habitat.

TASK 7 Prepare Technical Memorandum Lump Sum Fee: \$3,640

- a) Prepare a Technical Memorandum to organize project documentation.

**Deliverables**

- Technical Memorandum (Electronic Deliverable) including the following:
  - Project Documentation

**Reimbursables**

WEST reimbursable expenses are included in lump sum task items, which consist of travel expenses, and project reimbursables consisting of printing, deliverables, and other non-travel miscellaneous costs.

**Fees**

WEST proposes to be compensated for the above-described work as follows:

|             |           |          |
|-------------|-----------|----------|
| Tasks 1 – 7 | \$ 49,980 | Lump Sum |
|-------------|-----------|----------|

Total Lump Sum Fees of \$49,980 is anticipated to be adequate for currently defined project requirements; however, in the event there are additional strategies or approaches warranted to 1) affect a measurable savings in implementation costs or 2) address out of scope services, WEST would negotiate additional fees as appropriate.

**Schedule**

WEST anticipates completion of this phase (Phase 2a) within 4 months and will be ready to begin once given notice to proceed.

**Assumptions**

The following assumptions were made in preparing this proposal:

- There will be no holistic planned grazing services during this phase (Phase 2a) of the contract, however, the grazing plan developed during Phase 1 of the project will be the basis for initiating the holistic planned grazing services.
- Infrastructure needs beyond the project area will not be evaluated nor designed for recommended improvements as a part of this scope.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Sincerely,



Ricardo Aguirre, P.E., CFM, AP  
Director of Land Management and Water Security