



**MEMORANDUM**  
Comfort Lake-Forest Lake Watershed District

**Date:** December 12, 2024  
**To:** CLFLWD Board of Managers  
**From:** Mike Kinney, District Administrator  
**Subject:** Biennial Professional Services RFP



**District Wide**

**Background/Discussion**

This item was discussed at the [October 24<sup>th</sup> regular board meeting](#) and [November 19<sup>th</sup> regular board meeting](#). The Board approved contracts for Smith Partners, Redpath, Abdo, and Blue Water Science at the November meeting. The purpose of this item is to consider engineering proposals.

**Potential Motion**

Manager \_\_\_\_\_ moves to authorize the administrator, on the advice of counsel, to enter into a professional service agreement for the next biennium with [name firm]. Seconded by Manager \_\_\_\_\_.

**Attached**

Engineering Comparison Table

**2025-2026 Professional Services RFP - Engineering Proposal Comparison Table**

Firm	CBEC			EOR		Geosyntec			Inter-Fluve		Rock Leaf			Stanley																																						
Website	<a href="https://www.cbecoeng.com/">https://www.cbecoeng.com/</a>			<a href="https://www.eorinc.com/">https://www.eorinc.com/</a>		<a href="https://www.geosyntec.com/">https://www.geosyntec.com/</a>			<a href="https://interfluve.com/">https://interfluve.com/</a>		<a href="https://www.rockleafwaterenvironmental.com/">https://www.rockleafwaterenvironmental.com/</a>			<a href="https://www.stanleyconsultants.com/">https://www.stanleyconsultants.com/</a>																																						
Experience with Watershed Districts	Unclear, but experience w/ Snake River 1W1P is noted in proposal			Yes		Yes			Yes		"Watershed District Expertise" noted, but no specific WDs cited			Yes																																						
References/Examples Provided	Yes			Yes		Yes			Yes		Yes			Yes																																						
Billing Rates	2025-2026 Midwest Hourly Labor Rates			2025 Billing Rates (Will be increased in 2026 based on consumer price index or 4% whichever is less)		2025-2026 Billing Rates			2025-2026 Billing Rates (Proposal indicates same rates for 2025 and 2026)		2025-2026 Billing Rates			2025 Billing Rates (Hourly rates are subject to annual escalation every April 1st)																																						
		2025	2026		2025		2025	2026		2025		2025	2026		2025																																					
	Clerical/Admin/ Graphic Design	\$89	\$92	Support Staff	\$89	Technician/Administrator	\$80	\$87	Admin	\$96	Environmental Technician	\$84	\$86	Administrator, Intern	\$110																																					
	Technician I	\$106	\$110	Technician 1	\$93	Staff	\$146	\$156	Technical Staff	\$138	GIS Technician	\$119	\$123	EIT 1	\$140																																					
	Technician II	\$112	\$117	Technician 2	\$112	Senior Staff	\$170	\$179	Staff	\$177	Technical Writer	\$150	\$154	EIT 2	\$156																																					
	Ecoengineer/ Ecohydrologist I	\$142	\$147	Technician 3	\$137	Professional	\$194	\$203	Senior Staff	\$212	Natural Resources Specialist	\$150	\$154	Water Resources Engineer 1	\$170																																					
	Ecologist II	\$142	\$147	Professional 1	\$129	Project Professional	\$217	\$227	Technical Principal	\$230	Environmental Engineer (unlicensed)	\$150	\$154	Water Resources Engineer 2	\$185																																					
	Ecoengineer/ Ecohydrologist II	\$171	\$178	Professional 2	\$162	Senior Professional <sup>1</sup>	\$241	\$255	Principal	\$307	Wetland Specialist	\$172	\$177	Senior Water Resources Engineer 1	\$200																																					
	Senior Ecoengineer/ Ecohydrologist I	\$230	\$240	Professional 3	\$189	Principal	\$260	\$279	Board meeting rate not indicated	Senior Water Scientist	\$184	\$189	Senior Water Resources Engineer 2	\$215																																						
	Senior Ecoengineer/ Ecohydrologist II	\$266	\$277	Professional 4	\$218	Senior Principal	\$279	\$297		Geologist/Chemist; Licensed	\$137; \$207	\$141; \$213	Cost Estimator	\$230																																						
	Senior Ecoengineer/ Ecohydrologist III	\$266	\$277	Project Principal-Senior Principal	\$239-\$265	- Direct Expenses: Cost plus 12% - Personal Automobile (per mile): Current Government Rate - Meetings billed at Project Professional level				Board meeting rate not indicated			Senior Cost Estimator	\$245																																						
	Senior Scientific Advisor	\$355	\$369	Board Meeting Fee \$450									- Direct Expenses: Cost plus 12% - Personal Automobile (per mile): Current Government Rate - Meetings billed at Project Professional level			Board meeting rate not indicated			Principal Engineer	\$260																																
	Director	\$295	\$307																Board meeting rate not indicated			QA/QC Manager	\$275																													
	President	\$319	\$332																			Board meeting rate not indicated			Project Manager	\$285																										
	Board meeting rate not indicated																								Board Meeting Fee \$450			- Direct Expenses: Cost plus 12% - Personal Automobile (per mile): Current Government Rate - Meetings billed at Project Professional level			Board meeting rate not indicated			Senior Project Manager	\$300																	
Board meeting rate not indicated																																		Board Meeting Fee \$450			- Direct Expenses: Cost plus 12% - Personal Automobile (per mile): Current Government Rate - Meetings billed at Project Professional level			Board meeting rate not indicated			Reimbursable expenses are reimbursed at cost. Board meeting rate not indicated									
																																											Board meeting rate not indicated			Board Meeting Fee \$450			- Direct Expenses: Cost plus 12% - Personal Automobile (per mile): Current Government Rate - Meetings billed at Project Professional level			Board meeting rate not indicated