



June 26, 2015

Proposal

**West Dakota Water
Development District
(WDWDD)
Program Management**



June 26, 2015

To: West Dakota Water Development District
Jeanette Deurloo, Chairperson
Email: 3goldjanitorial@gmail.com

CC: Dan Richer, Treasurer
Email: wdodd2@outlook.com

RE: Response to Request for Proposal – West Dakota Program Management from H2E, Incorporated.

To Whom It May Concern:

H2E, Inc. (H2E) has read and examined the specifications and associated bid documents for the West Dakota Water Development District (WDWDD) Program Management RFP, and hereby proposes to furnish the Services set forth in this proposal. H2E's response to the Statement of Services, a Bidder's Proposal and resumes of all proposed personnel are included in this document and its Appendices for your review.

Bidder's Proposal

P.1 LUMP SUM. The undersigned bidder hereby proposes to furnish the Services for West Dakota Program Management in accordance to Exhibit 1 Statement of Services attached for a Lump Sum amount of \$78,800.00 plus applicable 6% sales tax. The total Lump Sum Price after applicable sales tax would be \$83,528.00. This amount includes transportation, labor, and materials. It does not include an office space for the routine public office hours.

P.2 TAX REQUIREMENTS. This requirement is subject to any applicable taxes. Bidder shall answer the following questions:

1. Does this bid include the applicable sales or use tax?
Yes X No ___
2. Are you licensed to collect and remit this tax?
Yes X No ___
3. If yes, you may be required to provide copies of all applicable tax licenses.
4. If you are not currently licensed to collect and remit this tax, you may be required to obtain an appropriate tax license.



P.3 SUBCONTRACTORS. The undersigned proposes that it will perform the majority of the Services at the project site with its own forces and that specific portions of the services not performed by the undersigned will be subcontracted by the following subcontractors. West Dakota reserves the right to approve or disapprove of subcontractors. If subcontractors are not identified and approved by West Dakota, they may not be utilized to perform services for West Dakota.

Work Subcontracted	Name of Subcontractor
NA	NA

P.6 DECLARATIONS AND SIGNATURES. The undersigned hereby declares that only the persons or firms interested in the proposal as principal or principals are named herein, and that no other persons or firms than herein mentioned have any interest in this proposal or in the agreement to be entered into; that this proposal is made without connection with any other person, company, or parties likewise submitting a bid or proposal; and that it is in all respects made in good faith, without collusion or fraud.

If this proposal is accepted, the undersigned bidder agrees to provide the Services in accordance with this RFP.

Dated at _____, this _____ day of June, 2015.

Bidder: H2E, Incorporated
 By: _____ (Signature)
Chris Ewert (Printed or typed)
 Title: President

Attest: _____

Complete Business Address of bidder: 722 North Main Street Suite 9, Spearfish, SD, 57783
 State of Incorporation: South Dakota
 Complete Address of Principal Office: 722 North Main Street Suite 9, Spearfish, SD, 57783

Name, Address, Telephone Number, and Email Address of Person to Contact regarding this proposal, include both Mailing and Street Address

Chris Ewert
722 North Main Street Suite 9
Spearfish, SD, 57783
 Telephone: (605)430-1788
 Email: cewert@h2eincorporated.com



Appendix A:

Response to Statement of Services



Response to Statement of Services

Knowledge of Water Quality and Environmental Matters

H2E proposes four dynamic team members to fill the following WDWDD Program Management roles.

- Water Resources Specialist: Emily Martinez
- Administrative Manager: Leon Ewert
- Senior Scientist: Dr. Dailey-Morris
- Program Supervisor: Chris Ewert

Emily Martinez is an enthusiastic environmental scientist with six years of combined educational and professional experience in research and environmental consulting. Her education focused heavily on water resources and environmental quality and included many projects on the hydrology of South Dakota and the water quality challenges we face in the West Dakota District. Her background makes her a great fit for the role of Water Resources Specialist. Her water resources background will make her the ideal candidate for the role of community outreach as well as establishing and maintaining relationships with other water development districts and local, state and federal governments.

Leon Ewert is an accomplished veteran with over 50 years of diverse experience in project management, construction, and administration. He has managed projects for the National Park Service, the US Fish and Wildlife Service, the VA Administration Hospital, and for the US Air Force. His work in the construction industry has given him experience in budgeting, estimating, and contracting. Leon Ewert has also held several executive positions including the President of the Enlisted Association of the National Guard. He has served as the Parliamentarian for both State and National conferences. Mr. Ewert will assume the role of Administrative Manager for this project. As Administrative Manager, Leon Ewert will establish and maintain relationships with the board while effectively managing the board meetings. Mr. Ewert, combined with Mrs. Martinez, will also fulfill the Administrative and Financial roles.

Dr. Rebecca Dailey-Morris is a seasoned environmental scientist with over six years of experience in the environmental regulatory compliance industry and six years of experience in the field of veterinary toxicology. She has an extensive knowledge of the effects contaminants can have in both terrestrial and aquatic environments, as well as the potential for impacts on aquatic, domestic and wildlife species. Dr. Dailey-Morris' broad range of knowledge, combined with her expertise, makes her qualified to fill the role of Senior Scientist. As Senior Scientist, Dr. Dailey-Morris is available to consult on the design and implementation of research pursued by WDWDD.



Chris Ewert is a dynamic leader with over 15 years of experience in the environmental compliance industry. He has served in numerous roles from field technician, to project manager, to chief operations officer, for multiple environmental consulting firms and has served as President of H2E for the last 6 years. His wide range of both project and management experience make him a skilled Program Supervisor for this project. As Program Supervisor, Chris Ewert will diligently oversee this project to insure quality work is provided to the WDWDD.

Resumes displaying the complete qualifications for each prospective team member is attached to this document. Combined, this group of individuals provides H2E with both the diversity and expertise to efficiently and effectively manage the WDWDD water program.

Management of Meetings

The proposed Administrative Manager, Leon Ewert, assisted by the Water Resources Specialist, Emily Martinez, will manage and organize seven meetings each year for the WDWDD. They will choose meeting locations, prepare agendas, notify and prepare documents for the public, assist in conducting the meetings, and prepare the meetings minutes for the secretary and board to review and approve.

Office Space

Open office hours will be staffed at a to be determined location for a minimum of 8 hours per week. H2E will work with the board to find a cost free location for these routine public office hours. Mrs. Martinez will be the primary office staff during the routine public office hours. Mr. Leon Ewert is available for this role as well on a fill-in basis. The office hours will be posted on the website and other WDWDD public outreach efforts to encourage interaction with the public. The eight office hours per week will occur at the same time and location every week to establish a routine that the board members and the public can count on. Remaining work will be conducted out of Mr. Leon Ewert's home office or H2E's Spearfish office.

Administrative

As Administrative Manager, Leon Ewert will be in charge of the following administrative tasks for the West Dakota Program Management;

- Manage the filing system,
- Manage and update the website as necessary,
- Provide petition and instructions for election applications.

Mrs. Martinez will assist Mr. Ewert with these tasks as needed.



Financial

As administrative Manager, Leon Ewert will be in charge of the following administrative financial tasks for WWDWW;

- Prepare budgets for board approval.
- Provide the board with budget updates
- Manage the financial data and reports as necessary
- Pay accounts payable as needed.

Mrs. Martinez will assist Mr. Ewert with these tasks as needed.

Representative of the Board

H2E will establish and maintain relationships with other Water Development Districts, as well as local, state and federal government officials, and other resources organizations to advance the WDWDD mission. Mrs. Martinez will fulfill this role.



Appendix B:

Resumes



Emily Martinez, EIT

Emily Martinez is an environmental scientist with six years of combined educational and professional experience in research and environmental consulting. Her education focused heavily on Water Resources and Environmental Quality including many projects on the hydrology of South Dakota and the water quality challenges we face in the West Dakota District.

Education:

Master's Degree: Civil and Environmental Engineering
South Dakota School of Mines and Technology - Rapid City, SD
GPA: 4.0/4.0

- Graduation date: December 2014

Bachelor's Degree: Environmental Engineering
South Dakota School of Mines and Technology - Rapid City, SD
GPA: 3.96/4.0

- Graduation date: May 2013

Applicable Coursework:

Education focused heavily on Water Resources and Environmental Quality with supporting courses like Research Methods, Aqueous Geochemistry, Ground Water, Watershed Modeling, Microbiological Process Engineering and Natural Science, Applied Fluid Mechanics, Principles of Ecology, Hydrology, Techniques of Surface Water Resource and Water Quality Investigations, Open Channel Flow, and Contaminant Fate and Transport.

Professional Experience:

01/2015 to Current

Environmental Scientist
H2E, Incorporated - Spearfish, SD

- Provides environmental consulting services for air quality, storm water, and spill prevention.

09/2009 to 12/2014

Research Assistant
South Dakota School of Mines and Technology - Rapid City, SD

- Investigated a novel biological approach to dust suppression optimization through the combination of presoaked biodegradable fiber reinforcement and microbiologically-induced calcite precipitation.
 - Designed and implemented individualized protocol and experiments.
 - Proficient in aseptic techniques, analytic methods and bacteria culturing.
- Studied Uranium bioremediation in groundwater and the reoxidation of the insoluble Uranium (IV) to Uranium (VI).
 - Proficient with sample collection and the isolation of bacteria from multiple types of media.
- Determined the phylogenetic categorization of unknown bacteria using genetic analyses.

Publications:

Martinez, E., 2014, The Impact of Biodegradable Fibers as Reinforcement in Sand Subject to Biocalcification to Reduce Wind Erosion Potential: South Dakota School of Mines and Technology.

Leon H. Ewert



Education:

- 2 years of college-level courses in Accounting and English
- Army Corp of Eng Course: Architect-Engineering (A-E) Contracting, 2000
- Army Corp of Eng Course: Estimating For Construction Modifications, 2000

Experience:

- 50 years in the construction business.
- Plaster, Stucco and Fireproofing contractor.
- GS-07 Construction rep US Air Force while continuing the specialized contractor business.
- GS-09 construction rep US Army.
- GS-11 Chief Quality Assurance Branch US Army.
- Project Manager for general contractor on Purple SABER contract US Air Force and US Army.
- Project Manager for 8a and HubZone general contractor Denver CO for National Park Service, US Fish and Wildlife, VA Admin Hospitals and US Air Force.
 - **National Park Service:** Florissant Fossil Beds National Monument Stump Shelters \$863,000. Provide shelters for fossilized stumps, working in close quarters with historical and geological significant artifacts to set footings and steel columns to support clear span beams of 90' and 35' for roof system over fossilized redwood stumps.
 - **US Fish and Wildlife:** Black footed Ferret Conservation Center \$781,088. Build 48 40' square enclosures to provide prairie dog habitat for training Black footed Ferret offspring to survive off the land for reintroduction into wild lands program.
 - **VAMC Hospital:** Ann Arbor MI \$498,491. Completely finish one level Electrical, HVAC and Carpentry for office renovation.
 - **SABER:** Various Renovation projects for Ft Carson CO.
 - **Construction Rep:** Barracks Renovation Ft Carson CO \$75 million/ 35 Buildings, Housing Renovation Ellsworth AFB SD
- Retired Sept 2012 as a Chief Warrant Officer 5 with 43 years and 7 Months in the Army and the Army National Guard
 - **Logistics NCO and Warrant Officer**
 - Deployed 1992 to Panama serving as Logistic Liaison for forward moving Troops and in country base camp
 - Deployed 2006 to Kuwait serving as Logistic Officer in Charge of Rapid Fielding Initiative ie fielding new troop protection gear to in country troops and forward moving troop
 - Logistics OIC liaison for Golden Coyote Exercise 2005 – 2010 for training of National Guard Soldiers for deployment
 - Deployed to Ft Lee VA as Quartermaster Warrant Officer representative for National Guard Warrant Officer recruitment
 - **Engineer Warrant Officer**
 - Deployed 2010 to Afghanistan serving as construction inspector for local Host Nation contractors working on US Armed Forces Facilities

President of Enlisted Association of the National Guard, also held other executive positions and served as Parliamentarian for State conferences and National conferences

Rebecca Dailey - Morris Environmental Scientist



Dr. Morris is a seasoned environmental scientist with over 6 years of experience in the environmental regulatory compliance industry and 6 years of experience in the field of veterinary toxicology. She has an extensive knowledge of the effects contaminants can have in both terrestrial and aquatic environments, as well as the potential effect on aquatic, domestic and wildlife species.

Education

- B.S., Biology, University of Wyoming, 2002
- Ph.D., Animal and Veterinary Sciences (focus: toxicology), University of Wyoming, 2008

Work Experience

- Environmental Scientist, **H2E, Incorporated**, Gillette, Wyoming 2013-Present
- Environmental Scientist, **InterTech E&E, LLC**, Gillette, Wyoming 2009-2013
- Wildlife Biologist/Toxicologist, **USFWS**, Helena Field Office, Helena, Montana 2008-2008
- Graduate Research Assistant, **University of Wyoming**, Laramie, Wyoming 2003-2008
- Biologist I, **Nebraska Game and Parks Commission, Wildlife Division**, Alliance, Nebraska 2002-2003
- Research Assistant, **Institute of Environment and Natural Resources**, University of Wyoming, Laramie, Wyoming 2001-2002
- Field Research Assistant, **University of Wyoming**, Laramie, Wyoming 2001

Project Experience

- Managed the WYPDES monitoring department for an environmental consulting firm, which included oversight of 4 to 10 field technicians.
- Coordinated with clients and other consulting firms to implement Agricultural Use Protection Policy requirements in the field.
- Prepared over 800 SPCC plans for new and existing oil and gas facilities in Wyoming.
- Served as a client project manager for all WYPDES project related needs (i.e. permitting, monitoring and reporting).
- Conduct and interpret results of Whole Effluent Toxicity Tests.
- Evaluated water quality and identified contaminants of concern in the Yellowstone and Missouri Rivers, in Montana, to aid in pallid sturgeon recovery.
- Conducted contaminant assessment processes on National Wildlife Refuges, which incorporates fate and flow of pathogens and contaminants both in terrestrial and aquatic habitats.
- Conducted toxicological investigations examining the accumulation of metals, from environmental exposure, in Greater sage grouse and various Wyoming fish species.

- Proficient with sample collection (i.e. tissue blood, water) and preparation for toxicological analyses.
- Knowledgeable regarding toxicological diagnostic analyses including ICP-MS, UPLC-MS and GC-MS.

Software Experience

- Microsoft Office Products
- @Risk Analysis Software
- SPSS v.13

Publications

- Dailey RN, Raisbeck MF, Wolf S, Siemion R: Trace metals in Wyoming fish. *Bulletin of Environmental Contamination and Toxicology* 74: 1078-1083, 2005
- Raisbeck MF and Dailey RN: Petroleum hydrocarbons in small animal toxicology, Second ed. Editors ME Peterson and PA Talcott, 2005
- Dailey RN, Raisbeck MF, Siemion S, Cornish TE: Liver metal concentrations in Greater sage grouse (*Centrocercus urophasianus*). *Journal of Wildlife Diseases* 44:494-498, 2008
- Dailey RN, Montgomery DL, Ingram JT, Siemion R, Raisbeck MF: Toxicity of the lichen secondary metabolite (+)-usnic acid in domestic sheep. *Veterinary Pathology* 45: 19-25, 2008
- Dailey RN, Montgomery DL, Ingram JT, Siemion R, Raisbeck MF: Toxicity of *Xanthoparmelia chlorochroa* in a domestic sheep model. *Journal of Veterinary Diagnostic Investigation* 20: 760-765, 2008
- Dailey RN, Montgomery DL, Ingram JT, Siemion R, Raisbeck MF: Toxicity of *Xanthoparmelia chlorochroa* and the lichen substance (+)-usnic acid in ruminants. Dissertation, University of Wyoming, 2008

Chris Ewert
President



Chris Ewert is a dynamic leader with over 15 years of experience in the environmental compliance industry. He has served in numerous roles from field technician, to project manager, to chief operations officer, for multiple environmental consulting firms and has served as President of H2E the last 6 years.

Education:

- Master of Science: Environmental Science and Engineering
 - Oregon Graduate Institute of S&T (OGI), 1999
- Bachelor of Science: 1st major: Environmental/Physical Science, 2nd major: Chemistry
 - Black Hills State University, 1998
- Current Certification of Visible Opacity Reading – EPA Method 9 (40 CFR Part 60)

Work Experience:

- Served as Chief Operations Officer for a 60-employee water resources environmental consulting firm.
- Managed NEPA compliance department including successful federal approval of up to 80 oil and gas wells using the NEPA Master Plan of Development process.
- Prepared over 500 SPCC plans for a large oil and gas operator in TX including management of plans in consolidated format.
- Prepared SPCC plans for oil and gas production properties in UT, TX, NM, CO, WY, MT and ND.
- Managed SPCC compliance program for multiple environmental consulting firms, including the creation of SPCC plan templates.
- Managed SWPPP inspections including 4 full-time inspectors for large producer in Powder River Basin CBM fields.
- Managed research and development of innovative GIS-based electronic field data acquisition processes.
- Permitted industrial sites under the State Implementation Plans for compliance with the Clean Air Act in several western states including permitting of tanks, process equipment, and diesel and natural gas fired engines.
- Modeled air emission impacts as part of both localized air dispersion modeling and regional cumulative impact studies.
- 10 years' experience in currently high profile environmental regulatory compliance activities such as SPCC, NPDES, Air Permitting, NEPA, etc.
- Permitted oil and gas production sites in MT, ND, WY, CO, UT for compliance with state specific air permitting or registration programs.
- Performed Phase I Environmental Site Assessments for oil and gas production property acquisitions.
- Built valuable, lasting relationships with federal, state and local regulatory agencies.
- Conceived, developed and assisted in implementation of a pilot project for study of CBM produced water management via irrigation of fast growing, water use intensive hybrid poplar trees.
- Completed Facility Response Plan for electric generation plant in Rapid City, SD.