

REQUEST FOR STATEMENTS OF INTEREST FOR PROFESSIONAL SERVICES

May 6, 2015

Project Location and Description

The Tongue River Valley Joint Powers Board (TRVJPB) seeks to construct a natural gas pipeline (transmission and distribution) from Sheridan, Wyoming to the towns of Ranchester and Dayton, which are in the Tongue River Valley approximately 15 to 20 miles northwest of Sheridan. The TRVJPB was formed in 2013 and consists of three participating agencies, including the towns of Ranchester and Dayton and Sheridan County School District No. 1.

The TRVJPB has been awarded a research & design grant from the Wyoming Office of State Lands and Investments, State Loan and Investment Board (SLIB) to help research and plan for the feasibility of the pipeline. The TRVJPB anticipates working with a consulting firm to accomplish the following, at a minimum, with the research & design grant:

- Identify the probable location of the transmission pipeline and how all required easements will be secured.
- Identify the probable entity that will operate and maintain the pipeline once constructed.
- Estimate the probable costs associated with Operations & Maintenance for the pipeline.
- Estimate the probable costs for individual residents to connect to the pipeline and estimate the number of residents willing to incur the cost to connect to the pipeline.
- Estimate the probable revenues based on the probable monthly cost for natural gas service and the probable number of residents willing to connect.
- Investigate funding sources including SLIB grants/loans, USDA, private industry, TRVJPB participating agencies, and other sources.

Preference for Resident Design Firms

TRVJPB has approved a plan to promote the employment of responsible Wyoming design firms in accordance with W.S. 16-6-1001. A copy of the plan is provided as Attachment A. Due to the specialized nature of the project, the Joint Powers Board has contracted with Pipeline Solutions, Inc. of Glenwood Springs, Colorado, to work directly for the Joint Powers Board independently of the consulting firm selected through this solicitation. Pipeline Solutions, Inc. will act on behalf of the Joint Powers Board to provide input into the project design and financial analysis and review deliverables prepared by the firm selected through this solicitation. Pipeline Solutions, Inc. was selected to perform this supportive role in the project based on over 30 years' experience bringing natural gas to small communities in Wyoming, Kentucky, and Colorado.

Content of Submittals

Consultants interested in submitting Statements of Interest should submit the following information:

- 1) Letter of Interest: submit a letter of interest, including a brief description of the firm's project-specific qualifications and strength to perform the work successfully.

- 2) Firm Information:
 - Firm name
 - Business address
 - Phone number
 - Fax number
 - Contact person
 - Contact email address
 - Website address for the firm

- 3) Qualifications: provide a company profile that demonstrates the firm's ability and qualifications to provide the requested services.

- 4) Key Personnel: identify qualifications and roles of key personnel you anticipate working on the project. Describe current and projected work load of key personnel and include resumes.

Submittal Instructions

Statements of Interest with project-specific qualifications and other pertinent information will be received until 3:00 p.m., June 24, 2015, at the address shown below under Contact Information.

Selection Process

The TRVJPB will screen the Statements of Interest on the basis of residency, ability of professional personnel, past performance, willingness to meet time requirements, location, and current and projected work load. The TRVJPB will provide a request for proposal to up to five (5) of the firms selected during the screening process. The TRVJPB will rank the technical proposals and invite up to three (3) firms for interviews. Final selection of the firm will be based on project-specific qualifications, content of the technical proposal, and price.

The anticipated selection schedule is as follows. Note that this schedule may be subject to change.

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| A. Statement of Interest submittal deadline | June 24, 2015 |
| B. Provide Request for Proposal to qualified firms selected during screening | July 1, 2015 |
| C. Proposal submittal deadline | July 22, 2015 |
| D. Conduct interviews | August 5, 2015 |
| E. Consultant selection | August 12, 2015 |

Contact Information

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Tongue River Valley Joint Powers Board
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Attachment A

**Plan to Promote the Employment of Responsible Wyoming Design Firms in
Accordance with W.S. 16-6-1001**

Tongue River Valley Joint Powers Board
Plan to Promote the Employment of Responsible Wyoming Design Firms in
Accordance with W.S. 16-6-1001

The Tongue River Valley Joint Powers Board (“Joint Powers Board”) will utilize the following plan when selecting professional services for research and design of a capital construction project funded by the Office of State Lands and Investments.

1. The Joint Powers Board will provide statewide notice that it is seeking professional services for research and design of a capital construction project. Notice will be provided through newspapers with statewide circulation at least once each week for four (4) consecutive weeks. The notification will provide a general description of the proposed project and the procedures by which interested firms may apply for consideration for a contract to provide professional services for the proposed project.
2. Firms interested in providing the design services are requested to submit “Statements of Interest” in which their project-specific qualifications and other pertinent information are provided.
3. The Joint Powers Board will screen the Statements of Interest on the basis of residency, ability of professional personnel, past performance, willingness to meet time requirements, location, and current and projected work load. Due to the specialized nature of the project, the Joint Powers Board has contracted with Pipeline Solutions, Inc. of Glenwood Springs, Colorado, to work directly for the Joint Powers Board independently of the firm selected in accordance with this plan. Pipeline Solutions, Inc. will act on behalf of the Joint Powers Board to provide input into the project design and financial analysis and review deliverables prepared by the firm selected in accordance with this plan. Pipeline Solutions, Inc. was selected to perform this supportive role in the project based on over 30 years’ experience bringing natural gas to small communities in Wyoming, Kentucky, and Colorado.

A “resident firm” has a working office in Wyoming with the capabilities to complete a substantial percentage of the project work, as demonstrated by the Statements of Interest. The work to be conducted by the firm must be supervised by a professional engineer licensed in Wyoming as required by the provisions of W.S. 33-29-201 through W.S. 33-29-801.

4. The goal of the screening process is to select qualified firms to provide the necessary professional services.
 - a. If there are five (5) qualified resident firms, those firms will be selected.

- b. If there are less than five (5) qualified resident firms, the screening process will look to nonresident firms that are proposing to use resident firms as subconsultants.
 - c. If there are not five (5) qualified firms identified under a. or b. above, nonresident firms will be considered.
 - d. Consistent with W.S. 9-2-1031(d), the Joint Powers Board reserves the right to select fewer than five (5) qualified firms if it determines that fewer than five (5) firms which have submitted Statements of Interest are qualified to perform the required professional services.
5. The Joint Powers Board will provide a request for proposal to the firms selected during the screening. The request for proposal will include a complete description of the work to be completed. The firms will provide separate technical and price proposals.
6. The Joint Powers Board will rank the technical proposals based on the project-specific qualifications, experience and expertise of the project team, and the content of the technical proposal.*
7. The Joint Powers Board will invite three (3) firms for interviews. Consistent with W.S. 9-2-1031(d), the Joint Powers Board reserves the right to select fewer than three (3) firms which have submitted proposals for interviews if it determines, based on the proposals, that less than three (3) firms are qualified to perform the required professional services. The firms will be advised to focus their presentation on price, project-specific qualifications, and content of the technical proposal.*
8. The Joint Powers Board will base final selection of the firm on project-specific qualifications, content of the technical proposal, and price.*

* Please note that “residency” is not a consideration in steps 6 through 8. These steps should be fair to all firms that have invested time and money in the selection process. However, members of the consultant selection teams are advised that if they are having difficulty deciding between a resident firm and a nonresident firm, hire the resident firm.

Approved this 23rd day of April, 2015.

/s/ Peter Clark, Chairman

Tongue River Valley Joint Powers Board