Who was involved in the process?

- Recipient - Davis County
- Sub-recipient - Davis County Soil and Water Conservation District
- Natural Resources Conservation Service
- Iowa Economic Development Authority
- Grant Administrator – Area 15 Regional Planning
- Iowa Flood Center
- Earthview Environmental – Initial evaluation and Phase 1A’s
- Waspi Valley Archeology – Phase 1 environmental evaluations
- Engineering – French Reneker and Associates
- Army Corp of Engineers
- 7 Contractors
- 25 landowners
Our first steps...choosing a priority area.

- We held a public meeting.
  - Introduced the project.
    - Larry Webber provided an overview of what the Iowa Watersheds Project was all about.

- Collected information from attendees:
  - Contact information.
  - Types of practices they would be interested in and general locations.
The majority wins
Public meeting #2

- Landowners in South Chequest Creek were invited.
  - Discussion Topics:
    - Where are we now?
    - What are the next steps?
    - How is everything going to work?
    - Why is this important?
In the weeks...months following the meeting

- Landowners came to the office and specified locations on maps.
- We sent the locations for environmental review.
- Prepared estimates based on maps and elevation information available.
- May 2014 1\textsuperscript{st} round of site visits with engineering firm and landowners.
- October 2, 2014 was our first bid opening.
How did everything fit together? Who did what? How did it work with the landowners?
The design process...

- **Survey**
  - Up until this point landowners have only worked with me.
  - I set up appointments and took the engineer to the sites to meet with landowners.
  - Survey crews came back at a later date.

- **Design**
  - Engineers sent preliminary design to me for review.
  - I updated estimates and called landowners to review.
  - Sent any comments/changes to engineers.
The bidding.....

- All projects have to be let for public bid.
- The engineering firm prepared the bid documents, sent notices to potential bidders, and were present at the bid opening.

- We wanted local contractors to be able to bid.
  - We grouped projects to keep them around $150,000.
    - Why??
      - For bonding and insurance purposes.
      - Contractors must be licensed with the state,

- This worked well.
  - Out of 7 contractors 4 were locals and 3 were from a county away.
The landowners....

- We wanted to make this as “normal” as possible.
  - Landowner portion (25%) based on SWCD average costs.
    - We required them to provide it 1 week before bid opening.
    - Bids higher than our estimate did not require landowners to provide more funds.
    - Bids under our estimate landowners received a refund of the difference.

- AND we used the landowner portion as a “line of credit” to pay contractors while waiting for reimbursement from the state.
The landowners continued...

- **Landowner/District Agreement**
- **Maintenance**
  - Used same maintenance agreement as we use for state cost share projects.
  - Landowners are responsible for maintenance for 20 years.
- **Selling points:**
  - They knew their maximum out of pocket expense up front.
  - They don’t receive a 1099.
- **Reassurance to landowners:**
  - Contractors have to be licensed, bonded, and insured.
  - With the performance bond there is a 1 year “warranty” on the construction.
The construction....

- Each contract had a deadline for completion.
- There's likely to be changes during construction.
  - The SWCD appointed a Contracting Officer to approve changes.
  - The engineering firm prepared all change orders.
- Landowners were still very involved.
Things for you to consider...

- How will landowner contributions be handled?
  - Will landowners pay their portion prior to construction?

- What will the landowner portion be based on?
  - 25% of what?
    - 25% of the after survey estimate made with engineers cost?
    - 25% of the bid?

- If the bids/constructed cost come in under the estimate will the landowners get a refund of the difference?

- If the bids/constructed cost come in over the estimate will the landowners be responsible for providing additional funds?

- What constitutes landowner contribution?
  - Cash only?
  - In kind labor/materials?
More things to consider..

- Prior to the public meeting consider what questions you might get.
  - **FOR EXAMPLE:**
    - Do structures have to be fenced?
      - Will you cost share fence?
    - Can we get livestock tanks?
      - Will you cost share tanks?
    - Who hires the contractor?
    - How long do we have to complete project?
    - Can a pond be as big as I want it to be?
    - Can I get a low interest loan for landowner portion?
    - Who’s responsible for maintenance?
Random information and thoughts..

- **Engineering**
  - Each WMA/County will have to procure for engineering services.
    - Once you select a firm you will likely have the opportunity to discuss/negotiate what services they will provide.
      - Survey, Design, layout, field spot checks.
      - Document preparation for bid lettings.
      - Assistance to contractors in filling out required documents for bids and contracts.
      - Prepares monthly pay estimates that your grant administrator sends to IEDA.
      - Prepares change orders.
      - Pre-construction meetings.
  - In field engineering oversight during construction.
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