



April 9, 2018

Dear Potential Supplier:

Please find attached the information packet and Request for Qualifications and Proposal for Support Services for the Spokane River Regional Toxics Task Force (SRRTTF or Task Force). The SRRTTF or Task Force was formed for the purpose of developing a Comprehensive Plan for achieving the applicable water quality standards for PCB in the Spokane River. In December 2016, the Comprehensive Plan was completed and the Task Force is now transitioning from planning to implementation of activities identified in its Comprehensive Plan. As the Task Force makes this transition, it is in need of support services in the form of project implementation support, facilitation of full Task Force meetings and administrative support.

The attached packet outlines the services needed, the information to be provided for your submittal and the process for the selection of the provider of these services. Submittals for bidding on this project are to be sent electronically to the Task Force's current facilitator. From there the submittal will be forwarded to the Task Force for its consideration.

The contact information for the Task Force's facilitator is as follows:

Chris Page
William D. Ruckelshaus Center
901 Fifth Avenue, Suite 2900
Seattle, WA 98164
(206) 770-6060
c.page@wsu.edu

The requested information is to be provided electronically to Chris at the e-mail addresses provided above by 5:00 PM PDST on May 11, 2018. In addition, if you intend to potentially bid on this work, please notify Chris as soon as possible so that if there are any additional materials or information developed relative to this Request before May 11th, you can be advised. The Task Force plans to conduct interviews and select a support services provider at either its May 23rd or June 27th meeting depending on the responses received. The Task Force reserves the right to appoint a service provider without interview. Contracts for the Task Force are administered through its Administrative and Contracting Entity (ACE), a non-profit corporation. For any questions related to commercial terms or scope, please contact ACE's President Bud Leber at bud.leber@kaisertwd.com. He will work to obtain answers to any questions raised and provide the same information to other interested potential service providers.

Sincerely,

The Spokane River Regional Toxics Task Force