



Design and Permitting of Flood Reduction Projects in City of Groton

REQUEST FOR PROPOSAL

*265 Church Street
16th Floor
New Haven, CT 06510*

August 12, 2026

CONFIDENTIAL

Disclose and distribute solely to employees of The Nature Conservancy needing to know, and to potential Suppliers.

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1.0 Introduction and Overview

1.1 Statement of Purpose

It is the intention of The Nature Conservancy (“Conservancy” or “TNC”) to solicit Proposals for the provision of Design and Permitting of Flood Reduction Projects in City of Groton Those receiving this Request for Proposal (“RFP”) are referred to as “Supplier”.

The Conservancy has offices in over 80 countries globally. Our mission is to conserve the lands and waters on which all life depends. Please visit www.nature.org for more information on the Conservancy activities and where we work.

1.2 The Conservancy’s Procurement Process

Procurement activities will be carried out without discrimination, with Suppliers treated in an open, fair, and transparent way.

The Conservancy reserves the right to reject any or all offers for any reason, waive technicalities, and pursue purchasing in a manner that is in the organization’s best interest.

1.3 Conservancy's Obligations

The Conservancy has no obligation or liability arising from the issuance of this RFP or any actions taken in connection with it.

1.4 Supplier's Obligations

The Supplier must respond to all sections of this RFP and provide sufficient information to allow the Conservancy to evaluate the Proposal. By submitting its proposal, the Supplier agrees that any costs incurred by them in responding to this RFP are the Supplier’s responsibility and may not be billed to the Conservancy.

If the Conservancy has any confusion or difficulty retrieving information from a Supplier’s proposal, the Conservancy may seek written clarification from the Supplier. Unless requested by the Conservancy, the Supplier will not be allowed to resubmit their proposal to the Conservancy.

The Supplier shall not use the names, logos, images, or any data or results arising from the anticipated contract for advertising without the Conservancy's prior written consent.

1.5 Proposal Pricing Structure

The Conservancy requests *firm fixed pricing* for this assignment. If a Supplier is selected for contract award and additional costs are presented during the contract negotiations or implementation, the Conservancy has the right to reject that Supplier.

1.6 Supplier Submission Requirements

All proposal responses will follow the instructions indicated in Section 3. Suppliers may include hyperlinks to their websites or online documentation in their responses to reduce proposal size.

NOTE: Such hyperlinks must go directly to the required information, and Suppliers must include the section on their website where it can be found.

1.6.1 Supplier Confirmation of Intent to Participate

Upon receiving the RFP packet, Suppliers must submit their confirmation of intent to participate in this procurement process through the email address, timothy.clark@tnc.org before the date and time indicated in Section 1.10.

1.6.2 Nature of Proposals

All material submitted in response to this RFP will become the property of the Conservancy and may be returned only at the option of the Conservancy and at the expense of the Supplier.

1.6.3 Contractual Commitment of Proposal

The contents of the submitted Proposals will be considered obligations of the successful Supplier. Suppliers should ensure that their proposals are valid throughout the RFP process and, if selected for contract award, valid until the contract is executed. Suppliers should not submit information that will not be incorporated into the Proposal and any contract that may result from such Proposal.

If there is any inconsistency between the terms herein and any other Conservancy contract documents, the other Conservancy contract document terms shall prevail.

1.6.4 Submission of Supplier's Queries on the RFP

All Supplier queries must be submitted through the email address *timothy.clark@tnc.org*. It is the Supplier's responsibility to seek clarification if they do not fully understand or if it may be interpreted in more than one way.

It is the Conservancy's policy to avoid situations that:

- Place it in a position where its judgment may be biased;
- Create an appearance of conflict of interest concerning rendering an impartial, fair, technically sound, and objective decision before selection; or
- Give an unfair competitive advantage to competing Suppliers.

Therefore, to ensure an ethical and transparent procurement process, all inquiries or other communications regarding this RFP shall ***exclusively be directed*** to the TNC's local BU Procurement Contact. Responses to Supplier queries received will be shared by email with all Suppliers. However, the Conservancy is not required to answer all questions that are not pertinent to the RFP or considered to be the Conservancy's proprietary information.

If the Supplier or its affiliates, officers, employees, agents, consultants, or subcontractors violate these restrictions, they will be disqualified from the RFP and their proposal will be rejected.

1.6.5 Proposals Submission

Suppliers must submit their proposals through *timothy.clark@tnc.org* on or before the submission due date and time indicated in Section 1.10. Any proposal received after the specified date and time will be disqualified from proceeding to the evaluation stage.

If the Supplier experiences any issues sending their proposals, they should contact *timothy.clark@tnc.org*.

TNC will not accept hardcopy proposals.

1.7 Evaluation Process

The Conservancy's evaluation process is based on a confidential scoring method involving ratings and weighted scores that will not be shared with the Suppliers. In general, the Proposals will be evaluated based on the following evaluation criteria:

- *Mandatory requirements*
- *Organization's experience in similar assignments*
- *Proposed methodology and work plan*
- *Proposed key personnel experience and qualifications*
- *Proposed assignment pricing*

- *Interviews/presentation criteria*

The Conservancy will evaluate Supplier proposals in *three* stages:

1.7.1 Stage 1: Technical and Financial Proposal Evaluation

A Technical Proposal refers to a Supplier's proposed resolution to a problem or assignment that includes a detailed description of the proposed approach, the requirements, and the resources needed to implement the proposed solution, among others.

The Conservancy will evaluate and compare all Suppliers' Technical and Financial proposals against Sections 2-4 of this RFP, using the evaluation criteria set above, and shortlist Suppliers to proceed to Stage 2.

1.7.2 Stage 2: Interviews/Presentations

This will be the interview/presentation session on the Supplier's proposals, during which the Supplier and the Conservancy can ask clarifying questions as they review the Supplier's proposal.

The Conservancy, at its discretion, may share any knowledge or data discussed during the presentation that is not considered confidential or proprietary to either party and that will be beneficial to all participating Suppliers that reach this stage. TNC will shortlist the final Suppliers to proceed to Stage 3.

1.7.3 Stage 3: Negotiations Stage

The Conservancy will clarify any additional assignment requirements and may allow the Supplier to revise their Financial Proposal based on the negotiated terms. The Conservancy reserves the right to review and negotiate further pricing before selecting a Supplier for contract award.

Note: A contract award is not finalized until both parties mutually accept and sign the contract in writing. Suppose neither the Conservancy nor the Supplier reaches an agreement, the Conservancy reserves the right to rescind the award notification and either begin discussions with the second-ranked qualifying Supplier, restart the RFP process, or terminate the project.

1.8 Supplier Notification of Evaluation Outcome

Successful and unsuccessful Suppliers will be notified of the evaluation outcome in writing via email. The Conservancy shall not be obligated to provide specific details of any of the scores or results of the evaluation.

1.9 Certificate of Insurance

The Supplier shall provide a copy of its current certificate of insurance showing the types and limits of insurance in effect as of the Proposal submission date. If

selected for contract award, the Supplier will then be required to add the Conservancy to its certificate of insurance before signing the contract.

1.10 Key RFP Timelines

The dates for each RFP requirement are as follows:

Event	Date
Supplier's email confirmation of intent to participate	August 28, 2026
Supplier submits any clarification queries	August 28, 2026
The Conservancy's Response to Supplier's Queries	September 4, 2026
Proposal Due Date (with signed Conflict Inquiry Form)	September 17, 2026
Supplier Interviews/Presentations (Delete if not applicable)	September 28-30, 2026
Negotiation Phase	October 5-9, 2026
Selection of Supplier for contract award	October 9, 2026

2.0 Project Background

The Connecticut Chapter of The Nature Conservancy (TNC) is seeking to contract a Supplier to provide services on the design, engineering, and permitting of nature-based solutions and Best Management Practices to address stormwater flooding in the City of Groton. TNC and staff from The City of Groton will work with the selected Supplier to design, engineer, and permit a series of conceptual designs that were developed following an intensive stormwater modeling and community engagement effort.

2.1 Assignment Scope of Work

The Supplier shall respond to the scope of work outlined in this RFP (see Appendix D). The Supplier may deviate from this scope; however, they should clearly note and explain the reasons for the deviation. The final scope of work may be adjusted based on the selected Supplier's proposal.

2.2 Required Experience and Qualifications

2.2.1 Mandatory Requirements for the Supplier

The Supplier will be required to demonstrate the following mandatory requirements. Failure to do so will result in the organization's disqualification from the RFP process.

1. The Supplier shall have a minimum of five (5) years of experience providing engineering, landscape architecture, planning, or related professional services associated with stormwater management, green stormwater infrastructure (GSI), low impact development (LID), resiliency planning, or municipal infrastructure projects.
2. The Supplier shall demonstrate successful completion of at least three (3) projects of similar scope and complexity within the last ten (10) years involving stormwater infrastructure design, green stormwater infrastructure design, urban forestry or streetscape improvements, municipal resiliency projects, environmental permitting, or preparation of construction documents for public infrastructure projects.
3. The Supplier shall maintain a business presence and be legally authorized to conduct business in the State of Connecticut or demonstrate the ability to obtain all required registrations and authorizations prior to contract execution.
4. The Supplier shall possess the technical capability to provide or subcontract all necessary services required under this Scope of Work, including engineering, landscape architecture, surveying, permitting, and stakeholder engagement services.
6. The Supplier shall demonstrate experience obtaining local, state, and federal permits applicable to stormwater infrastructure and green infrastructure projects.

8. The Supplier shall provide at least three (3) references for similar projects completed within the last ten (10) years.

2.2.2 Proposed Personnel Qualifications and Experience

Project Manager

- Minimum five (5) years of professional experience managing projects of similar scope and complexity.
- Experience managing multidisciplinary engineering and landscape architecture teams.
- Experience coordinating public infrastructure, stormwater management, or resiliency projects.
- Serve as the primary point of contact throughout the contract period.

Lead Civil Engineer

- Licensed Professional Engineer (P.E.) in Connecticut or eligible for Connecticut licensure.
- Minimum seven (7) years of experience in stormwater management, drainage design, green infrastructure, or related civil engineering disciplines.
- Experience preparing construction documents and permit applications for municipal projects.

Lead Landscape Architect

- Licensed Registered Landscape Architect (RLA) in Connecticut.
- Minimum seven (7) years of experience in landscape architecture, green infrastructure, urban forestry, streetscape design, or resiliency projects.
- Experience integrating natural and nature-based solutions into public infrastructure projects.

3.0 Proposal Format

The Supplier's proposal will be submitted as either a PDF or Word document in line with the two-part submission below:

- i. Technical Proposal
- ii. Financial Proposal

NOTE: Please omit all pricing information from the Technical & Functional Proposal. Include pricing information only in the Financial Proposal.

Please consult the guidance in the table below for formatting your Technical and Financial proposals.

Proposal	Requirement	Content
Technical Proposal	Executive Summary	Provide an overview of the organization and, if applicable, details of the parent and subsidiary organizations.
	Supplier's Response to the Scope of Work	- Detailed, thorough solutions (proposed methodology and techniques) to the requirements listed in Section 2 and/or attached in Section 4; and - Workplan/implementation plan including number and roles of proposed staff, considered contract and project deadlines
	Pre-qualification (Mandatory) requirements	Suppliers must demonstrate that they meet the mandatory requirements indicated in Section 2. Failure to do so will result in disqualification.
	References	- The names of at least three client organizations (preferably other nonprofit or government organizations besides TNC) to whom similar services were provided. This should include: - Telephone numbers, e-mail addresses, name, and designation of the point of contact; and - Dollar value, type of contract, duration, and description of similar goods and/or services provided.
	List of Current or Prior TNC Contracts within the last 3 years	- A brief description of the services provided includes: - The dollar value and duration; - The TNC employee contact person (name, designation, telephone number, and e-mail address); and - Whether the contract was terminated before the end of the term specified in the original contract, including whether any available renewal option was not exercised.

Proposal	Requirement	Content
	Subcontractors	• Provide a complete list of all subcontractors that will work on the Contract if the Supplier is selected for contract award; • A Letter of Intent describing a complete description of the duties each subcontractor will perform and why/how each subcontractor was deemed the most qualified for this project; and • Signed Conflict Interest Forms and Non-Disclosure Agreements from all participating subcontractors. These should be submitted together with the Proposal submissions.
	Legal Action Summary	• A statement as to whether there are any outstanding legal actions or potential claims against the Supplier and a brief description of any action taken; • A brief description of any settled or closed legal actions or claims against the Supplier over the past five (5) years. This should include the court, case name, complaint number, and a brief description of the final ruling or determination; and • In instances where litigation is ongoing and the Supplier has been directed not to disclose information by the court, provide the name of the judge, court, and the location of the court.
	Required Forms and Certifications	• Finalist Supplier(s) may be required to complete the Supplier Engagement Questionnaire Tool. This will be shared in a separate email; • Where applicable, contracting with small businesses is preferred; and • Signed and completed forms whose links are provided under Section 4.
	TNC Standard Clauses	• TNC requires a set of clauses to be incorporated into any agreement we execute with Suppliers. The clauses are attached under Section 4; and • Suppliers shall review the clauses and indicate in their proposal whether they “accept” or “accept with revision”. If any are “Accepted with Revision”, Suppliers are required to send those revisions in a red-line format as part of their proposal submission
	Artificial Intelligence (AI) Technology Disclosures	• If the Suppliers will use AI technology in the delivery of the assignment, then the Suppliers will be required to include their responses to Appendix C as part of their technical proposal.

Proposal	Requirement	Content
Financial Proposal	Costs Breakdown	• The Proposal shall contain all costs associated with this assignment, including remuneration of Key and Non-Key Personnel and any reimbursable costs; and • The Proposal may include a commonly accepted method to prove its fiscal integrity. The Supplier may submit independently audited financial statements, such as the Profit and Loss statement and Balance Sheet, for the last two (2) years. • The Proposal shall breakdown all costs in accordance with the Tasks described in Attachment D – Scope of Work. • The Proposal may add additional sub-tasks at the discretion of the Supplier.
	Payment Terms	• TNC's applicable payment terms are net 30 (calendar days)
	Currency	• The Financial proposal shall be in USD.
	Taxes	• The Supplier, its sub-consultants, and Experts are responsible for identifying the applicable taxes for this assignment as well as meeting all tax liabilities arising from this assignment; and • The Supplier shall break down all the applicable taxes related to the assignment.

4.0 RFP Appendices

4.1 Appendix A: Conflict Inquiry Form

Please read the [instructions](#) and attach the applicable Conflict Inquiry Form as a separate document

4.2 Appendix B: TNC's Standard Clauses

Attached as a separate document

4.3 Appendix C: Artificial Intelligence (AI) Technology Disclosures

Attached as a separate document

4.4 Appendix D: Scope of Work

Attached as a separate document

FOR-PROFIT CONFLICT INQUIRY FORM

STEP 1: DESCRIPTION OF PARTIES & TRANSACTION	
Name of for-profit organization entering into transaction with TNC:	
Type of Transaction (select one):	☐ Contract for Services ☐ Licensing Agreement ☐ Grant Agreement ☐ Real Estate Transaction ☐ Purchase Order ☐ Other
<i>*"Organization" includes a for-profit corporation, partnership, trust, estate, joint venture, limited liability corporation, professional corporation, an unincorporated entity, a foundation, public board, or commission.</i>	
If you selected "Other" or "Real Estate," include description here (for real estate, describe property, size, fair market value and type of deal (sale, gift, lease, etc.)). Note: The purchase or sale of any interest in real property or water rights to or from any Related Party is a prohibited transaction and requires review by the Conflicts Committee and the TNC Global Board of Directors. A donation of a conservation easement by a Covered Person or Controlled Entity also requires review by the Conflicts Committee.	
Total Amount of Proposed Contract:	

STEP 2: DEFINITIONS & QUESTIONS
(1) TNC Key Employees and Board of Directors: Please refer to the <u>attached list</u> of Key Employees and members of Board of Directors (includes individuals who have left relevant TNC positions within the past five (5) years). (2) Covered Person: A Global Board Member, Key Employee, Trustee/Advisor, Staff Member, Substantial Contributor, Close Relative/Family Member or persons who have the ability to influence the decisions of TNC because of their relationship with TNC or their access to material information about TNC's work. (3) Controlled Entity: - For-profit entity of any kind where a Covered Person, individually or collectively with other Covered Persons: - owns more than 35% of the stock or value of an organization (directly or indirectly); or - has a controlling influence over the organization's management or policies (ex. key management or board member). - Nonprofit entity where a Covered Person, individually or collectively with other Covered Persons, is a board member, officer, director or key employee of the entity and has the ability to influence management of the entity. (4) Related Party: Any individual who is, or was at any time during the 12-month period ending on the date of the purchase or sale, a member of the Board of Directors, a Trustee (or comparable volunteer advisor, such as a Regional Council member), or an employee of TNC; any individual who is a close relative of such an individual; and/or an entity in which the individual (or their close relatives) directly or indirectly own(s) more than 5% of the equity interest therein. (5) TNC Trustee: Individuals serving as a Trustee or Advisor to TNC. (6) Substantial Contributors: Individuals or organizations who have made total aggregate contributions to TNC of (i) ≥ US \$5 million during the current fiscal year or (ii) ≥ US \$25 million within the last five (5) fiscal years. Fiscal years run from July 1st through June 30th. (7) Family Members and Close Relatives: Family members of any individual listed above, such as spouse, domestic partner, parent, sibling, child, dependent, other progeny, and ancestors.

STEP 2. SECTION 1. FOR-PROFIT ORGANIZATIONS (explain any “yes” answers in Step 3):	Yes	No
a. Is your organization a Substantial Contributor to TNC?		
b. Now, or at the time of the proposed transaction, to the best of your knowledge, do any of the following (individually or collectively with other persons) (i) own more than <u>35% of the stock or value</u> of your organization (directly or indirectly) and/or (ii) have a controlling influence over the organization’s management or policies (e.g., key management or board member): • TNC employee (or former employee who left within the last twelve (12) months); • TNC Key Employee; • TNC Board Member; • Substantial Contributor to TNC; • TNC Chapter Trustee or Advisory Council Member for TNC or TNC’s related entities (or former trustees/members who left within the last twelve (12) months); and/or • Family members or close relatives of the above individuals.		
c. Now, or at the time of the proposed transaction, have or will any TNC Key Employees or members of the Board of Directors serve in the following positions of your organization? • Officer, director, trustee, key employee, or partner; • Member (if your organization is a limited liability corporation); and/or • Shareholder (if your organization is a professional corporation).		

STEP 3: COMMENTS (Explain any “yes” answers checked above. Attach additional pages as necessary.)

STEP 4: NOTICE OF TNC CODE OF CONDUCT & SIGNATURES
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TNC expects itself and everyone with whom it does business to conduct themselves in ways that are consistent with TNC’s Code of Conduct found at www.nature.org/codeofconduct. Anyone (whether a part of TNC or not) may contact the TNC Helpline (anonymously, if desired) with questions, concerns, or suspected violations at www.nature.org/tnchelpline.

The undersigned certifies the information in the inquiry form is true and correct to the best of their knowledge.

Signature:	
Printed Name:	
Title <i>(if for an organization)</i> :	
Address:	
Date of Signature:	

TNC COVERED PERSONS

The following are individuals who are currently or have been, during the preceding five (5) fiscal years, a TNC “Key Employee” or a member of the Board of Directors of TNC or one of its U.S. Related Entities.

List Current as of April 07, 2026

Current Key Employees/ Officers	Former Key Employees/ Officers	Current Board of Directors	Prior Board Members
Nathalie Augustin David Banks James Bond Neel Broker Matt Brown Jan Glendening Jeff Mindlin Tom Neises Asha Shah	James Asp Hans Birle William Ginn Wisla Heneghan Brian McPeck Bola Olusanya Hugh Possingham Michael Sweeney Leonard Williams	James Attwood, Jr. John Bernstein Stuart Brown Suzan Craig Dunand Michelle DePass William Frist Harry Hagey Margaret Hamburg Fred Hu Shirley Ann Jackson Sally Jewell Nancy Knowlton Edwin Macharia Jennifer Morris Roshni Nadar Malhotra Douglas Petno Sergio Rial Fawn Sharp Anna Skoglund Rashid Sumaila Kent J. Thiry Kevin Weil Margaret C. Whitman	Amy Batchelor Shona L. Brown Laurence Fink Joseph H. Gleberman Andrew Liveris Jack Ma Claudia Madrazo Craig McCaw Ana M. Parma Vincent Ryan Rajiv Shah Brenda Shapiro Thomas J. Tierney Moses Tsang Frances A. Ulmer Ying Wu
TNC Related Entity Covered Persons (If applicable)			
Key Employees (members of Related Entity leadership team):		Current Fiduciary Board Members, if applicable:	

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TNC'S REQUIRED CONTRACT CLAUSES

The contract clauses below have been taken from TNC's Contract for Services and are deemed essential to TNC and may not be modified.

Data Protection Agreement ("DPA")

A DPA is required when the potential supplier will use, store, or transmit Personal Data, and/or Highly Sensitive Information, as defined in TNC's Data, Information, and Records SOP. "Personal Data" means any information that identifies or can be used to identify an individual, or that relates to an identifiable individual. "Highly Sensitive Information" means that information which, if it becomes public or available to unauthorized persons, would expose TNC to a high level of legal and/or reputational risk. If no AI component is involved and the Supplier will be accessing TNC data or systems, a Security and Privacy Review (SPR) is required.

Conflict of Interest Determination: Contractor represents and warrants that, to the best of the Contractor's knowledge, the information the Contractor has provided on TNC's Conflict of Interest Inquiry Form is true and correct. If any of the information Contractor has provided changes during the term of this Contract, Contractor agrees to promptly notify TNC in writing of such change. The parties acknowledge that publicly traded companies engaging in the normal course of business, government agencies, and universities are not required to submit a Conflict Inquiry Form.

Insurance: Prior to commencing the Services and during the Contract Term, Contractor must have and maintain the following insurance policies:

- a. Workers' compensation insurance coverage as required by Applicable Laws;
- b. Commercial general liability insurance (including contractual liability if the Contract Fee is US \$100,000 or more or if requested by TNC) of at least US \$2,000,000 per incident, written on an occurrence basis, and covering the Services that are the subject of this Contract, including any related claims;
- c. Automobile liability insurance, covering all owned and non-owned vehicles used in performing the Services, with a liability limit of at least \$1,000,000 per occurrence; and
- d. Professional liability (errors & omissions) insurance in the amount of at least US \$1,000,000 if Contractor is providing professional services (such as consulting, engineering, design, appraisal, or

surveying services).

The Contractor may use umbrella or excess policies to provide the liability limits as required in this Contract. The umbrella or excess policies shall be provided on a true “following form” or broader coverage basis, with coverage at least as broad as provided on the underlying commercial general liability insurance. Before any of the Services commence, the foregoing requirements must be evidenced by one or more certificates of insurance, showing TNC as an additional named insured on the commercial general liability policy and requiring at least 30 days’ advance written notice to TNC of any cancellation, renewal, reduction in limits, or coverage or other material change of the policies. TNC reserves the right to request additional documentation, such as one or more policy endorsements, deemed reasonably necessary to ensure such requirements have been met.

Use of TNC Name and Logo: Unless expressly authorized in writing in this Contract or a separate written agreement, Contractor may not use TNC’s name, logo, or other intellectual property in any manner, whether in conjunction with the Services or otherwise, except (a) to deliver invoices or other notices to TNC and (b) within acknowledgements of TNC funding, as authorized in writing by TNC.

Compliance with Laws and other Safeguards: Contractor represents, warrants, and agrees that Contractor:

- a. can lawfully work in the United States and/or the countries where the Services will be performed;
- b. has or will obtain at Contractor’s expense (except to the extent otherwise explicitly stated in this Contract) any permits, licenses, or authorizations required to perform the Services. This includes, without limitation, a property owner’s prior permission to enter upon private property and any related permissions for completion of the project;
- c. will take affirmative steps to inform TNC, before signing this Contract, if it is a privately held entity in which a Government Official has equity ownership or, in the case of an individual person providing services as an independent contractor, if the Contractor is a Government Official for any government other than a U.S. local, state, or federal government agency;
- d. will comply with all statutes, laws, ordinances, executive orders, rules, regulations, court orders, and other governmental requirements for the jurisdiction(s) in which the Services are performed and any other jurisdiction(s) in which Contractor is organized or authorized to do business;
- e. will work with, and require all authorized subcontractors to work with, TNC to identify material risks and develop and implement appropriate environmental and social safeguards (e.g., consistent incorporation of free, prior, and informed consent) when and if the Services could directly impact Indigenous Peoples or Local Communities (IPLCs). Implementations plans must include periodic consultation with TNC;
- f. will not employ any person who is less than 18 years old, unless permissible by applicable laws in the jurisdiction where the Contractor is performing the Services. Under no circumstances shall the Contractor employ any person who is less than 16 years old, even if permissible by the applicable laws;
- g. will comply with all applicable anti-bribery or anti-corruption laws and regulations. To that end, Contractor shall not either directly or indirectly, pay, offer, promise to pay, or give anything of value (including any amounts paid by TNC) to any person, including an employee or official of a government, with the reasonable knowledge that it will be used for the purpose of obtaining any improper benefit

or to improperly influence any act or decision by such person for the purpose of acquiring, retaining, or directing business. Any amounts paid by TNC to Contractor will be for services actually rendered in accordance with the terms of this Contract. Contractor shall not accept bribes or kickbacks in any form. The Contractor further represents, warrants, and agrees that it has not committed any of the acts prohibited herein or been accused of making or authorizing any acts prohibited herein;

- h. will comply with all applicable counterterrorism, anti-money laundering, and economic sanctions laws. To that end, the Contractor represents and warrants that, to the best of Contractor's knowledge, Contractor and Contractor's subsidiaries, principals, and beneficial owners, if any:
 - i. are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any government agency;
 - ii. (A) are not included on the Specially Designated Nationals and Blocked Persons lists maintained by the U.S. Treasury's Office of Foreign Assets Control, the United Nations Security Council Consolidated List, or similar lists of proscribed entities identified as associated with terrorism; and (B) will not engage in transactions with, or provide resources or support to, any such individuals or organizations or anyone else associated with terrorism;
 - iii. are not a person or entity with whom transacting is prohibited by any trade embargo, economic sanction, or other prohibition of law or regulation; and
 - iv. have not conducted, and will not conduct, their operations in violation of applicable money laundering laws, including but not limited to, the U.S. Bank Secrecy Act and the money laundering statutes of any jurisdictions to which they are subject, and no action or inquiry concerning money laundering by or before any authority is pending;
- i. will comply with all applicable human rights laws, statutes, regulations, and codes as well as any human rights policy, standard operating procedure, guideline, or procedure adopted by TNC and shared with Contractor. Furthermore, in performing the Services, the Contractor shall respect human rights by: (a) identifying, preventing, and mitigating any potential or actual adverse human rights impacts resulting from its activities or the activities of its subcontractors, suppliers, or similar third parties; and (b) remediating any actual adverse human rights impacts which it causes or to which it contributes as soon as is practicable. Finally, the Contractor represents and warrants that neither Contractor nor any of its employees has been found at fault or penalized for any human rights violations or creating an adverse impact on human rights;
- j. will not discriminate against any individual or group based on race, religion, age, sex, national origin, citizenship, disability, sexual orientation, genetic information, or veterans/national guard/military reserve status. If any U.S. government funds are transferred under this Contract, Contractor is also subject to Title VI of the Civil Rights Act of 1964 and related statutes, which prohibit discrimination based on race, color, national origin, age, or disability in federally funded programs;
- k. if the Services involve new construction or alterations of existing structures or facilities, Contractor will ensure that the Services comply with the Americans with Disabilities Act (ADA), including the latest ADA Standards for Accessible Design and any other applicable accessibility requirements arising under federal, state, or local law; including Ch. 10 of the Architectural Barriers Act ("ABA") which addresses scoping and standards for recreational facilities, including outdoor developed areas such as trails, camping areas, picnic areas, viewing areas and beach access routes ("Outdoor Developed Areas Accessibility Guidelines," or "ODAAG"). Contractor shall follow ODAAG to the extent possible, subject

to the exceptions outlined in Section 1019 of the ABA. Contractor shall consult with TNC on any deviations from ODAAG.

- l. will not take any actions that might cause TNC to violate the laws, statutes, regulations, or similar rules mentioned in this Section (collectively, "Applicable Laws");
- m. will immediately notify TNC in writing if any of the representations, warranties, certifications, statements, or agreements in this Section change before or during the Contract Term; and
- n. will include provisions at least as restrictive as these in all permitted subcontracts (except for subcontracts purchasing commercially available, off-the-shelf goods or services).

If TNC determines that any of the representations, warranties, certifications, statements, or agreements in this Section are false, no longer valid, or have materially changed, whether the Contractor is at fault or not, TNC may terminate this Contract effective immediately upon written notice to Contractor, with no further obligation by TNC under this Contract, including payment, and TNC may pursue all available remedies under Applicable Laws.

ARTIFICIAL INTELLIGENCE (AI) TECHNOLOGY DISCLOSURES

Suppliers will be required to respond to the following additional requirement if they will be using Artificial Intelligence (AI) in delivering TNC's assignment:

1. What AI technology do you use in the performance of your services?
2. How do you measure the effectiveness and accuracy of your AI output or deliverables?
3. Describe:
 - The human oversight process for all deliverables that utilize AI.
 - Which features utilize AI models, and how do they affect functionality?
 - Your organization's AI governance framework and acceptable use policy for AI in your products or services.
4. How do you manage which data trains and flows into your AI models?
5. Do you use customer data to train your AI model?
6. How do you ensure you have sufficient IP rights to i) use the data you provide to your AI model and ii) license or assign the results produced by your AI model?
7. How does your company safeguard the integrity of your AI models and data?
8. Does your AI have safeguards and audits to prevent AI bias? Describe your AI bias safeguards.
9. Can TNC turn off your AI features at an enterprise level?

Regarding AI Sustainability:

1. Describe how your AI technology is designed to minimize energy consumption.
2. Please explain the type of energy-efficient hardware or cloud services you use for your AI technology, and if such hardware/cloud services have sustainability certifications (e.g., carbon-neutral data centers).
3. Are your AI systems hosted in data centers that use water for cooling? If so, explain how these cooling systems are designed to conserve water, including any reuse programs.
4. Are you utilizing renewable energy sources to power your AI infrastructure? If so, what percentage of your operations is covered?
5. Do you publish sustainability metrics or lifecycle assessments for your AI products or services? If so, could you share that data?



City of Groton Stormwater Design and Permitting

Scope of Work

August 12, 2026

Version 1

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Project Objectives

- Completion and EPA-approval of a Quality Assurance Project Plan
- Review and understand conceptual designs and modeling previously completed under the 2023 project, “Stormwater Assessments and Concepts for the City of Groton.”
- Engage community members and municipal staff throughout the design process.
- Conduct site surveys of selected project sites.
- Develop the documents (construction drawings, specifications, permits, etc.) necessary for implementation.
- Identify funding sources for implementation.

Project Scope

The project will produce design documents necessary to construct BMPs in the Five Corners area. This project will advance the designs from the 2023 City of Groton Stormwater Assessment project from 30% design documents to 100% construction documents. Selected sites for further design will prioritize the use of nature-based, Green Stormwater Infrastructure, such as bioretention cells, tree filters, vegetated filter strips, etc. Designs for these features will consider spatial constraints in the Five Corners Neighborhood, including narrow sidewalks and constrained roadways due to parking aisles. Due to the significant extent of paved surfaces and commercial parking lots servicing Electric Boat’s facilities, there will also be a need for engineered designs of “grey” infrastructure, such as pretreatment BMPs to reduce coarse sediment and debris upstream of other structural BMPs, and Infiltration BMPs to reduce stormwater runoff volumes and pollutant loads and increasing the adoption of permeable paving. Additional projects may include stormwater bypasses, as identified in the 2023 project. All construction documents will include site plans, sections, design details, construction specifications, and cost estimates.

THE NATURE CONSERVANCY TASKS

The Nature Conservancy shall serve as project manager and primary point of contact, provide available datasets and prior study information, coordinate with the City of Groton and project partners, assist with stakeholder engagement activities, review consultant submittals, coordinate project meetings, and manage funding agency reporting requirements.

TASK 1. PROJECT MANAGEMENT

The Consultant shall provide overall project administration, coordination, quality control, and technical management throughout the duration of the project. The Consultant shall organize and lead project meetings, maintain the project schedule, coordinate activities among all subconsultants, document project decisions, manage the review process for all deliverables, establish quality assurance and quality control procedures, prepare progress reports, and coordinate closely with The Nature Conservancy, the City of Groton, and project stakeholders to ensure work is completed on schedule and within budget.

Deliverables:

- Project Management Plan
- Project Schedule
- Monthly Progress Reports
- Meeting Agendas and Meeting Summaries

TASK 2. QUALITY ASSURANCE PROJECT PLAN (QAPP)

The Consultant shall prepare a Quality Assurance Project Plan in accordance with applicable EPA and Long Island Sound Futures Fund requirements before conducting field investigations or environmental data collection activities. The QAPP shall identify data quality objectives, data collection methods, survey procedures, quality control protocols, document management

procedures, and data validation requirements. The Consultant shall revise the QAPP as necessary to obtain approval.

Deliverables:

- Draft QAPP
- Final Approved QAPP

TASK 3. SITE SURVEYS, EXISTING CONDITIONS VERIFICATION, AND DATA COLLECTION

The Consultant shall conduct all field investigations necessary to support final design and permitting activities for selected project sites within the Five Corners Neighborhood. Work shall include topographic information collection, identification of existing drainage infrastructure, utility coordination, boundary verification, assessment of site constraints, soil testing, infiltration testing, arboricultural assessments, and documentation of environmental conditions and existing infrastructure relevant to proposed improvements.

Deliverables:

- Survey Base Mapping
- Existing Conditions Documentation
- Site Investigation Memorandum
- Soil and Infiltration Testing Summary
- Existing Utility and Infrastructure Inventory

TASK 4. BASIS OF DESIGN REPORT

The Consultant shall prepare a Basis of Design Report summarizing technical rationale, design assumptions, performance objectives, recommended approaches, existing conditions, site opportunities, permitting requirements, and preliminary opinions of probable construction cost for each selected project site.

Deliverables:

- Draft Basis of Design Report
- Final Basis of Design Report

TASK 5. DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS

The Consultant shall advance selected projects from conceptual recommendations to complete construction-ready design documents. The Consultant shall prepare design drawings at established project milestones and progressively develop site layouts, grading plans, storm drainage systems, utility coordination plans, erosion and sediment control measures, planting plans, construction details, technical specifications, and opinions of probable construction cost. Project elements may include bioretention facilities, bioswales, stormwater planters, tree filters, vegetated filter strips, permeable pavement, infiltration practices, urban tree plantings, pretreatment practices, drainage upgrades, and hybrid green-grey infrastructure solutions.

Deliverables:

- 30 Percent Design Package
- 50 Percent Design Package
- 90 Percent Construction Documents
- 100 Percent Construction Documents
- Technical Specifications
- Engineer Opinion of Probable Construction Cost

TASK 6. PERMITTING

The Consultant shall identify all permits, approvals, and regulatory authorizations required for implementation of the proposed projects and shall prepare all supporting materials necessary for permit applications. The Consultant shall coordinate directly with regulatory agencies, prepare

permit applications and supporting calculations, provide responses to agency comments, attend meetings as required, and advance submissions through final approval.

Deliverables:

- Permit Matrix
- Permit Application Packages
- Supporting Technical Memoranda
- Agency Comment Responses
- Permit Approvals and Authorizations

TASK 7. STAKEHOLDER AND PUBLIC ENGAGEMENT

The Consultant shall support The Nature Conservancy and the City of Groton in conducting a comprehensive stakeholder and public engagement program. The Consultant shall participate in and facilitate meetings, workshops, design charrettes, neighborhood tours, presentations, and coordination activities necessary to build consensus around design recommendations and project implementation. The Consultant shall document stakeholder feedback and demonstrate how feedback was incorporated into project designs and recommendations. At least 10 meetings and events are anticipated throughout the project.

Deliverables:

- Public Engagement Plan
- Presentation Materials
- Meeting Summaries
- Design Charrette Documentation
- Public Engagement Summary Report

TASK 8. IMPLEMENTATION FUNDING STRATEGY

The Consultant shall assist The Nature Conservancy and the City of Groton in developing an implementation strategy for projects advanced through final design. The Consultant shall identify federal, state, municipal, nonprofit, and private funding opportunities, evaluate funding compatibility, prepare project phasing recommendations, and provide technical information suitable for future grant applications.

Deliverables:

- Funding Opportunities Matrix
- Implementation Roadmap
- Project Phasing Strategy
- Grant Readiness Memorandum

FINAL DELIVERABLES

- Final Approved QAPP
- Survey and Existing Conditions Documentation
- Basis of Design Report
- All Design Packages
- Construction Specifications
- Engineer Opinions of Probable Construction Cost
- Permit Applications and Approvals
- Public Engagement Summary Report
- Funding Opportunities Matrix and Implementation Roadmap
- GIS and CAD Files
- Final Project Summary Report

Project Timeline

The award agreement was received from the National Fish and Wildlife Foundation on May 14, 2026. The period of performance for this project is January 1, 2026 to December 31, 2027. All funds received from the City of Groton will be used during this period of performance. Extensions may be granted at the discretion of the National Fish and Wildlife Foundation.