

Underwood Conservation District

170 NW Lincoln St. • Park Center Building
P.O. Box 96 • White Salmon, WA 98672
ph: (509) 493-1936
info@ucdwa.org • www.ucdwa.org



Request for Proposals
Proposals due September 11, 2017

Project Title:

Little Wind River Phase IV Habitat Enhancement Project

Contents:

Project Location.....2

Public Notice and Mailing List.....3

Due Date for Proposals.....3

Organizational Background.....3

General Project Information3

Project Goals.....5

Work Description & Scope.....5

Contract Compensation.....7

Project Schedule.....7

Proposal Requirements.....8

Proposal Submittal.....9

Awarding of Contract.....10

Underwood Conservation District’s Rights and Obligations.....10

For Further Information.....11

Design and Engineering Services Evaluation and Ranking Sheet..12

References.....13

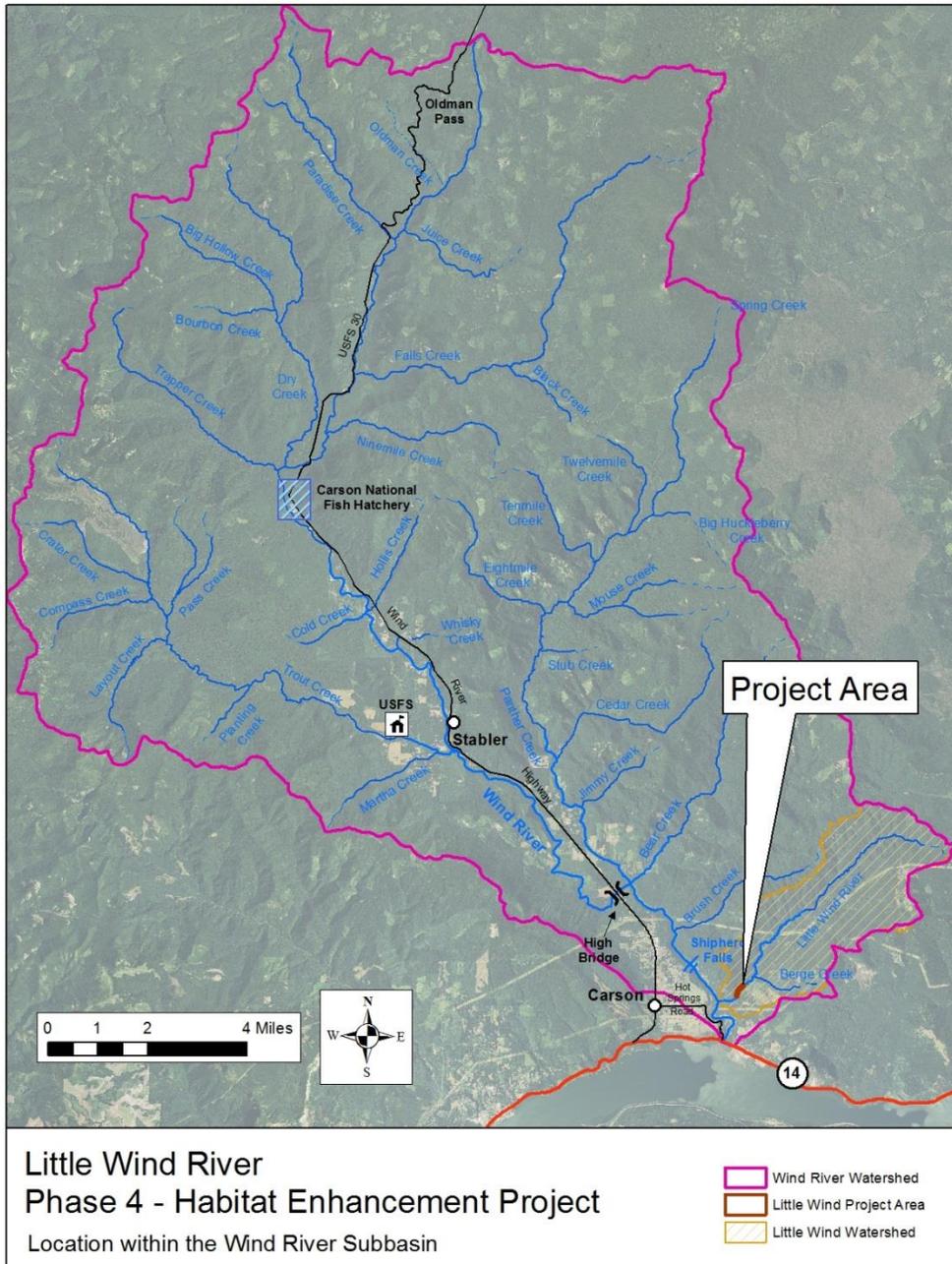


Project Location:

The Little Wind River is the first tributary to the Wind River, located near Carson, Wa.

PLSS: E 1/2, SW 1/4, Sec. 22, T.3N, R.8E

Latitude, Longitude: 45.730, -121.786



Public Notice and Mailing List:

A public notice of this Request for Qualifications/Proposals (RFP) will be published in the Skamania Pioneer, White Salmon Enterprise and Hood River News newspapers the week of August 14, 2017. A copy of the RFP was also emailed to:

Anderson Perry & Assoc. – La Grande, OR
Aquatic Contracting – Portland, OR
Bair LLC – Stevenson, WA
Interfluve, Inc. – Hood River, OR
J-U-B Engineers, Inc. – Kennewick, WA
River Design Group – Corvallis, OR
Waterfall Engineering – Olympia, WA

Due Date for Proposals:

Proposals are due in the Underwood Conservation District Office, located at 170 NW Lincoln St., Park Center Bldg. (PO Box 96), White Salmon, WA 98672 by **4:00 p.m., Monday, September 11, 2017.**

Organizational Background:

Underwood Conservation District (UCD) has been serving landowners and managers with natural resource conservation assistance in Skamania and Klickitat Counties for over seventy-five years. Our mission is *“to engage landowners and land users throughout Skamania and west Klickitat Counties in the conservation, enhancement, and sustainable use of natural resources through voluntary stewardship.”* We remain dedicated to this mission and welcome any questions or comments from the public about this project, and about other natural resource concerns or issues in the district.

General Project Information:

UCD has received a grant from the Bonneville Power Administration Fish and Wildlife Program and has applied for funding from the Washington State Recreation and Conservation Office’s Salmon Recovery Funding Board to develop final design plans, specifications, and construction bid package documents for the Little Wind River Phase IV Habitat Enhancement Project. UCD is requesting Proposals for this work.

UCD will complete final design and permitting of Phase IV of the Little Wind River Habitat Enhancement Project, which includes a combination of ground-based hand crews and helicopter placement of large wood and log jams over approximately 2,200 linear feet of stream. The purpose is to enhance habitat for ESA-listed Chinook salmon, coho salmon, and steelhead by increasing wood complexity, creating new pool habitat, and reconnecting floodplains and side-channels.



The project is in the Wind River watershed, Skamania County, Washington. The Little Wind River is the first major tributary above the confluence of the Wind River with the Columbia River, and is also the only tributary below Shipherd Falls. Due to its location below the falls, the Little Wind River is accessible to more fish species than the rest of the watershed. The work will take place in the mainstem of the Little Wind River as well as within reconnected side channels and riparian areas adjacent to the stream.

In the Little Wind watershed, past forest practices have impaired fish habitat by modifying stream flow, increasing fine sediment, and removing large conifers from the riparian zone. The stream channel is moderately confined and incised down to large, immobile substrate or bedrock. There is low large wood abundance, except where it has been artificially increased as part of past restoration work just downstream of the project area. Forest conditions are now dominated by early successional species with few conifers. The project reach consists of a mix of small to medium (0-12 in dbh) hardwood and coniferous forest in the valley bottom and medium-aged (8-24 in dbh) Douglas fir forest on adjacent hillslopes. The valley-bottom forests are dominated by alder, with little undergrowth of conifers. There are several locations of mass wasting within the project reach, and these areas are generally related to vegetation clearing as well as to stream channel incision that undercuts the toes of these steep slopes. In a recent habitat assessment performed as part of the Wind River Habitat Restoration Strategy, the reach that encompasses the project area was rated as either 'fair' or 'poor' for Pools, Large Wood, Off-Channel Habitat, and Fine Sediment.

Historically, mature conifers within the riparian zone provided a source of rot resistant large wood that fell within the narrow valley and provided channel grade control. The historical channel was believed to be elevated above its current grade by a few feet. The streambed within the project site is now armored with large cobble and boulder sized material and bedrock contacts are exposed at many locations. Historically, downed large wood reduced flow energy, increased the wetted width, provided channel complexity, and promoted floodplain connectivity. Well-connected side-channels and multi-thread channel conditions created by large wood complexes are now absent from this section of the Little Wind. This project aims to re-create the connectivity and complexity provided by large wood.

Project partners include:

- Bonneville Power Administration Fish and Wildlife Program (BPA) – providing funding and permitting assistance
- United State Forest Service Columbia River Gorge National Scenic Area (USFS CRGNSA) – project landowner, providing donation of stream logs, technical assistance, and permitting assistance
- Williams Pipeline – owns utility easement crossing the Little Wind River within the project area, has provided permission to access property for USFS CRGNSA donated stream logs



- Washington State Salmon Recovery Funding Board (SRFB) – providing funding for design phase and construction
- Lower Columbia Fish Recovery Board (LCFRB) – supporting preliminary design phase and serving as administrative entity for salmon recovery funding
- E. Lane Eubank – project landowner providing donation of stream logs and permission to access property
- Dan Gundersen and family – project landowner providing donation of stream logs and permission to access property

Project Goals:

- Complete design and engineering of Phase IV of the Little Wind River Habitat Enhancement Project, which includes a combination of ground-based hand crews and helicopter placement of large wood and log jams over approximately 2,200 linear feet of stream.
- Complete all plans, specifications, engineering, cost estimate, and construction contract documents necessary to submit permit applications, answer questions and secure permits, advertise for construction bids, provide bid period services, and assist with hiring qualified construction contractor(s).
- As funding allows, assist with construction phase by providing construction period services, construction guidance, engineering oversight, inspections and approval of all work.

Work Description & Scope:

The contractor will collaborate with UCD, incorporating input from stakeholders, funding partners, and regulatory agencies, to develop a design suitable to the site and that meets the projects’ goals. The selected contractor will be required to coordinate closely with BPA, USFS-CRGNESA, WDFW, LCFRB and other entities involved in design review and construction permitting. UCD will convene a kick-off meeting with essential agency personnel and the selected contractor shortly after contract award.

Building from the preliminary design documents dated November 2016 and February 2017 (as part of Lower Columbia Fish Recovery Board’s Wind River Habitat Strategy: <https://www.lcfrb.gen.wa.us/windriver>), the consultant will provide all engineering and construction drawings and specifications necessary to apply for permits and to put the project out to bid for project construction. Data previously collected and resources developed by the preliminary design consultant will be made available for use in this final design and construction phase, including preliminary topographic survey data, LiDAR, preliminary 1D HEC RAS model, habitat assessment data, and CAD design drawings.

UCD and its partners BPA and USFS-CRGNESA will be responsible for environmental compliance coverage (ESA and NEPA/SEPA), applying for local and state permits, and



completing cultural resources and other regulatory requirements, which will be completed in 2017-2018 in preparation for construction in 2018.

The contracted consultant will provide all staff, labor, and materials necessary to complete the following proposed scope of work:

Tasks:

The tasks will be finalized and agreed upon by the contractor and UCD in the contract, but are expected to include:

- Attending a kick-off meeting with UCD, agency personnel and the selected contractor shortly after contract award to visit the work site and review the project goals;
- Area of impact map development for use in cultural resource survey;
- Assimilate existing data and preliminary design report, and conduct field investigations, which may include fluvial geomorphologic assessment and additional topographic survey;
- Hydraulic, hydrologic, and geomorphic analyses;
- Complete project plans, specifications, and construction documents, utilizing previously-developed preliminary designs and UCD-approved formats, necessary for permitting, and contracting for construction via a public bid process;
- Work with UCD to plan construction sequence, staging, access, helicopter flight paths, and material sourcing logistics planning.
- Develop written plans and specifications for sediment control, pollution prevention, and aquatic species protection measures, working with regulatory input;
- Other in-stream and riparian restoration and enhancement recommendations, as appropriate;
- Pre-project monitoring assistance;
- Permit application review and input;
- Participate in design review, required by Lower Columbia Fish Recovery Board, and provide Final Design Deliverables required by RCO SRFB (refer to Appendix D-3 of Manual 18: http://www.rco.wa.gov/documents/manuals&forms/Manual_18.pdf);
- Assist in pre-bid site visit with prospective contractors, preparation of receiving bids and subsequent review of bids;
- Review contractor submittals and assist in determining qualifications of low-bidder;
- Attend pre-construction meeting, and provide construction period services, construction guidance, inspections and review of work.
- Assist UCD in providing Construction Deliverables required by RCO SRFB (refer to Appendix D-4 of Manual 18: http://www.rco.wa.gov/documents/manuals&forms/Manual_18.pdf)



Deliverables:

- Final design report detailing technical analysis and results;
- Final design plans, specifications, and bid package to put project out to public bid for construction;
- Construction cost estimate, broken into tasks and budget items;
- Electronic submission of work produced from this contract including CAD drawing files, hydrologic and hydraulic analyses, and primary data from field investigations.
- Verbal and/or written response to bid period questions.
- Contractor submittal review and comments.
- Daily construction reports and inspection reports.

This list of tasks and deliverables represents a minimum level of effort and will be modified during contract negotiations with the contractor to accommodate proposed field investigation, analysis, design, and construction processes. All work will be completed by or under the direct supervision of engineers licensed in the State of Washington.

Contract Compensation:

This is a BPA- and SRFB-funded project. Therefore, respondents should be aware that Federal laws and contracting requirements will apply. Also, these grants are reimbursement-based, and can be invoiced no more than once per month.

All invoices for contracted labor will be honored, but may not occur within a 30 day cycle due to the nature of the reimbursement grants funding this project. An invoice schedule or other payment schedule will be arranged by agreement between UCD and the contractor. UCD’s Board of Supervisors issues payments once per month at the Board Meeting (usually the third Tuesday of the month). Flexibility in billing arrangements and submittal of work invoices at least five business days prior to monthly board meetings will be appreciated.

Project Schedule:

- Request for Proposals issued.....Aug. 14, 2017
- Deadline for submitting questions regarding the RFP.....Aug. 31, 2017
- Proposals due.....Sept. 11, 2017
- Contract award.....mid Sept. 2017
- Kick-off meeting with UCD and agency personnel.....Sept.-Oct. 2017
- Field investigations.....Sept.-Dec. 2017
- Draft final designs due.....Jan. 2018
- Revisions to draft final designs due.....Feb. 2018
- UCD approval of final designs.....Feb. 2018



- Final design, cost estimate and construction sequencing plans due and presented to landowners, stakeholders and agency personnel.....Mar. 2018
- Construction bid package complete.....Mar. 2018
- UCD Conducts Bid Process for Construction Contractor.....Mar.-June 2018
(or 2019 if needed)
- Design Team Assists, as needed, with Bid Process.....Mar.-June 2018
(or 2019 if needed)
- Construction during In-Water Work Window.....July.-Sept. 2018
(or 2019 if needed)
- Agreement expiration.....Dec. 31, 2019
(or earlier if construction is complete)

A more specific timeline will be negotiated between UCD and the selected contractor during contract negotiation. UCD has applied for construction funds for this project, which could be awarded as early as January 2018. Construction could occur as early as the in-water work window (July-September) of 2018. A delay of one year is possible as determined by UCD, funding, permitting or other factors.

Proposal Requirements:

Proposals are limited to a total maximum number of 10 double-sided pages (or 20 single-sided pages) on 8.5" x 11" paper. All text must be in a readable font with font size set to at least 10 point. If charts and/or graphs are included, said graphics shall be included in the page count.

Please address the following in your Proposal:

Project Team and Qualifications:

- A profile of your firm, including legal status, year of organization, license number, UBI, and tax identifier;
- Organizational chart, identifying principal-in-charge, project manager, and project team members;
- Statement of qualifications of the firm and the project team, including, but not limited to ability to meet schedule, familiarity with relevant codes and standards, past performance, ability to provide M/WBE participation, etc.;
- Project team’s experience with geomorphic and hydraulic analysis;
- Project team’s experience with stream restoration projects pertaining to ESA-listed salmonid species;
- Project team’s experience with helicopter-placed large wood
- Demonstration of firm’s ability to work well with WDFW, NMFS and USFWS regulatory partners;
- Description of any projects that resulted in damages or claims against your firm or design team members in the past five years;



- General and professional liability coverage (the awarded contractor will be asked to provide proof of coverage);
- Three pertinent references.

Design and Construction Approach:

- Describe field investigations that will be conducted;
- Describe site conditions analyses that will be conducted to provide input to the design;
- Building on the existing preliminary design for this project, describe your approach regarding final design and construction ;
- Identify potential risk factors, special issues or problems that are likely to be encountered in the design and engineering phase as well as the construction phase of the project, and explain the approach to address those risks, issues or problems;
- Describe the extent to which geomorphologic and hydraulic analysis enters into the final design, and describe how this is accomplished.
- Estimated completion date of the design and engineering phase of the project;
- List what you see as required products from the design and engineering phase;
- List what you see as products necessary for the construction contractors;
- Provide a list of project tasks and a schedule that meets the above timeline, stating the availability of staff for the project;
- Identify potential risk factors, special issues or problems that are likely to be encountered in the construction phase of the project, and explain how the engineering and construction documents will address those risks, issues or problems;
- Describe change order procedures & costs;
- List any subcontractors and their tasks.

Proposal Submittal:

One (1) electronic copy and four (4) hard copies of your Proposal, limited to 10 double-sided pages (or 20 single-sided pages) per copy, signed by a principal authorized to enter into binding terms, **must arrive no later than 4:00 p.m., September 11, 2017:**

Underwood Conservation District
Office: 170 NW Lincoln, Park Center Bldg.
Mail: PO Box 96
 White Salmon, WA 98672

No questions regarding the proposal will be accepted after August 31, 2017.



Awarding of Contract:

The evaluation factors that will be used to rank proposals include, but are not limited to, the following:

- Completeness of the responses to requested proposal contents;
- Qualifications and experience with in-stream restoration, and specifically with helicopter-placed large wood;
- Proposed field investigations and site conditions analysis;
- Philosophical approach to the project (conceptual sense of the project, natural systems, restoration);
- Understanding of project objectives;
- Estimated project timeline; and
- Ability to work in close cooperation with the landowners, stakeholders, UCD, and regulatory agencies.

Please see attached Design and Engineering Services Evaluation and Ranking Sheet which outlines scoring method for proposals received. Proposals will be reviewed and ranked by a panel of UCD representatives, including staff and supervisors. If deemed necessary, the review committee may request interviews with the top-ranked firms to inform the selection.

Total value of the design phase and construction engineering services for this project is estimated to be in the range of **\$40,000-50,000**. This is a call for professional services, and the contract award will be a quality-based selection. Negotiation of a fair and reasonable price for contract performance items will occur after selecting the contractor. If a fair and reasonable price cannot be agreed upon between selected contractor and UCD, UCD reserves the right to reject the proposal and choose another.

UCD is an equal opportunity employer. Underwood Conservation District encourages disadvantaged, minority, and women-owned consultant firms to respond. The prospective consultant must also agree to provide equal opportunity in the administration of the contract, and its subcontracts or other agreements. Firms are advised that this project is Federally-funded.

UCD plans to select a contractor in mid-September 2017.

Underwood Conservation District's Rights and Obligations:

UCD assumes no obligations, responsibilities, or liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to and/or responding to this RFP. All of such costs shall be borne solely by each respondent and its team members.



During the performance of this RFP, contract negotiation, and project implementation, UCD agrees to comply with all Federal and state nondiscrimination laws, regulations, and policies.

UCD retains the right to:

- Cancel, withdraw, postpone, or extend this RFP in whole or in part at any time prior to the execution of a contract without incurring any obligations or liabilities;
- Issue a new RFP;
- Reject any and all proposals received at any time, even after contractor selection, if a fair and reasonable price cannot be negotiated;
- Modify dates and deliverables projected in this RFP;
- Correspond or meet with respondents to seek clarification or improved understanding of their responses to the RFP;
- Seek data that has the potential to improve understanding and evaluation of responses to the RFP.

The award of all or part of this contract will be subject to the availability of funds and ability to negotiate a fair and reasonable price. All work produced from this contract will belong to UCD for use in future phases of this project.

For Further Information:

If you have questions or need further explanation on this RFP or the project in general please contact:

Tova Tillinghast, District Manager and Contracting Officer
Dan Richardson, Project Technician
Jan Thomas, Project Technician

Underwood Conservation District

Office: 170 NW Lincoln
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Mail: PO Box 96
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Phone: (509) 493-1936

Email: tova@ucdwa.org, dan@ucdwa.org, jan@ucdwa.org

Web: www.ucdwa.org



Design and Engineering Services
Evaluation and Ranking Sheet

Project Name: _____ Evaluation Date: _____
 Reviewers: _____

<u>Evaluation Factor:</u>	<u>Points Possible:</u>	<u>Proposal Number:</u>					
		1	2	3	4	5	6
1. Completeness of the responses to requested proposal contents.	10						
2. Qualifications and experience with design of in-stream restoration and specifically with helicopter-placed large wood.	10						
3. Proposed field investigations and site conditions analysis;	10						
4. Philosophical approach to the project (conceptual sense of the project, natural systems, restoration);	10						
5. Understanding of project objectives;	10						
6. Estimated project timeline;	10						
7. Ability to work in close Cooperation with the landowners, stakeholders, UCD, and regulatory agencies;	10						
8. Intangibles – “Ability to Succeed”	10						
TOTAL POINTS-	80						
RANK-							



References:

- *Little Wind River Phase IV Habitat Enhancement Project Preliminary Design Report*
https://docs.wixstatic.com/uqd/810197_f513213d5a4f4f68bfd74cb649933ef5.pdf
Design report to accompany preliminary project designs prepared by Inter-fluve, Inc., as one of two top-ranked habitat projects identified through the Wind River Habitat Restoration Strategy (see below).
- *Little Wind River Phase IV Habitat Enhancement Project Preliminary Design*
https://docs.wixstatic.com/uqd/810197_b8459d83af5a451497e0a21b738c5a33.pdf
Preliminary project designs prepared by Inter-fluve, Inc., as one of two top-ranked habitat projects identified through the Wind River Habitat Restoration Strategy (see below).
- *Recreation and Conservation Office Salmon Recovery Funding Board Manual 18, Salmon Recovery Grants*
http://www.rco.wa.gov/documents/manuals&forms/Manual_18.pdf
Projects funded by the Salmon Recovery Funding Board must meet the requirements of Manual 18, including Appendices D-3 and D-4 outlining Final Design Deliverables and Construction Deliverables.
- *WA Lower Columbia Salmon Recovery and Fish & Wildlife Subbasin Plan, Chapter P. Wind Subbasin.*
https://docs.wixstatic.com/uqd/810197_99d156fe7c634b2eb59c0c5559b03143.pdf
In response to ESA listings for fall Chinook, summer and winter steelhead, chum, and coho, the Lower Columbia Fish Recovery Board developed the WA Lower Columbia Salmon Recovery and Fish & Wildlife Subbasin Plan, which encompasses the Wind River subbasin. The Recovery Plan describes fish population status, trends, and goals for recovery, and outlines limiting factors and key habitat priorities necessary for recovery. Chapter P specifically discusses the Wind River subbasin.
- *Wind River Habitat Restoration Strategy*
<https://www.lcfrb.gen.wa.us/windriver>
Completed in February 2017, the Wind River Habitat Restoration Strategy builds on the previous work of Lower Columbia Fish Recovery Board's (LCFRB) Salmon Recovery and Fish and Wildlife Subbasin Plan. The strategy identifies reach-specific habitat conditions and limiting factors, identifies site-specific restoration projects, and prioritizes those projects based on biological benefits, cost, and certainty of success. Little Wind River Phase IV Habitat Enhancement Project was ranked as one of the top two projects in the basin, and was consequently taken through to the preliminary design level (see links above).

