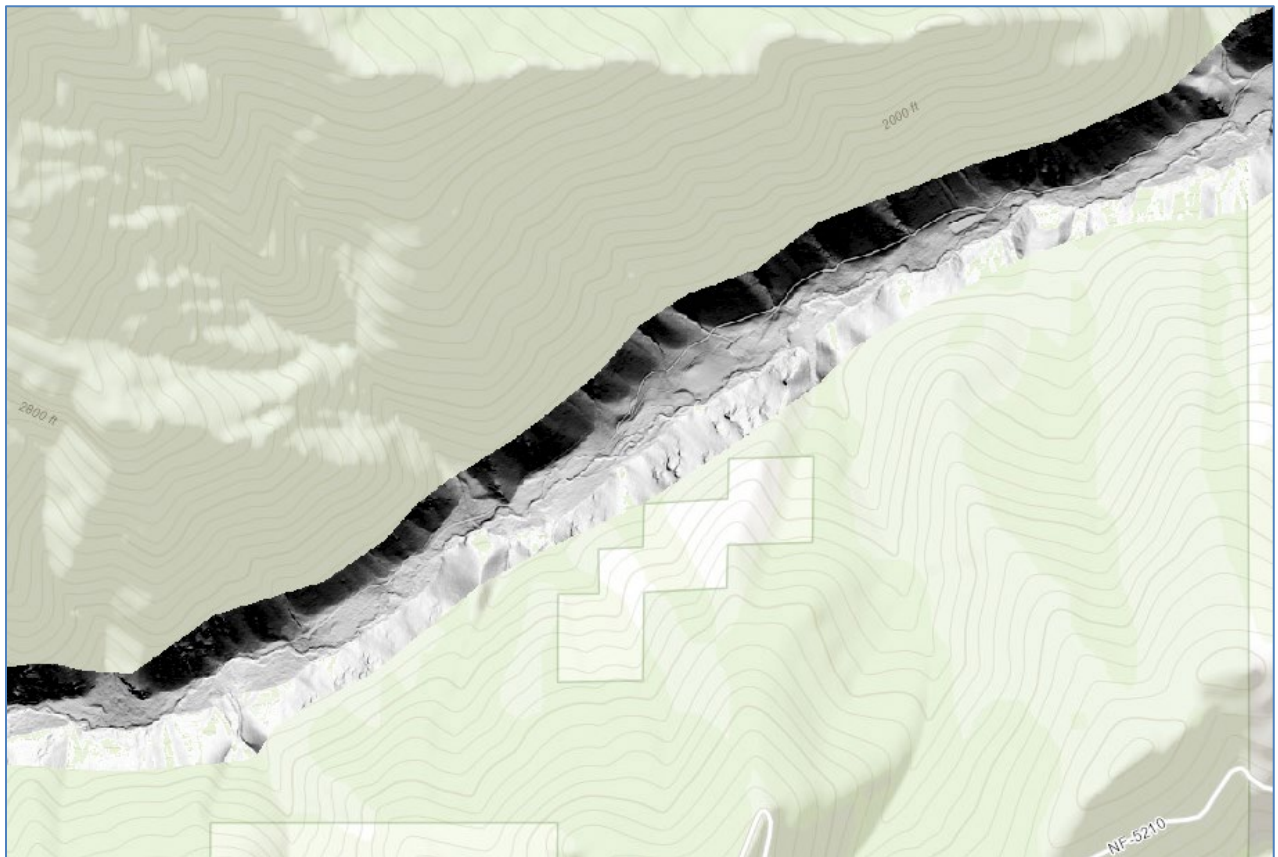


CASCADIA CONSERVATION DISTRICT

REQUEST FOR QUALIFICATIONS

ROARING CREEK FULL FLOODPLAIN DESIGN



CASCADIA
CONSERVATION DISTRICT

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I. INTRODUCTION AND PURPOSE OF REQUEST

Cascadia Conservation District (“Cascadia”) is requesting qualifications for providing design and engineering services for our Roaring Creek Full Floodplain Design project. The selected design firm will work collaboratively with Cascadia to design a habitat restoration project to benefit ESA-listed salmonid species. Cascadia currently has funding secured to develop the project to the permit-ready design level. Funding is provided by the Washington Department of Ecology (“Ecology”) with additional funding from the US Forest Service (USFS).

The project site spans three federally owned parcels, 2,300 meters of Roaring Creek, and 15 hectares of floodplain area (37 acres). Stream treatment beginning and endpoints are as follows:

downstream endpoint: 47.68652, -120.34769

upstream endpoint: 47.67793, -120.37201

In 2020 a few beaver dam analogs were installed in one nearby, downstream location to arrest headcuts and for fish passage purposes. A complex of beaver dam analogs were installed in 2023 above the treatment area to restore the function of relic beaver dams. No other treatment actions have been taken within the proposed project area.

GGLREM software was used by the USFS in the winter of 2021-22 to gather preliminary information about the project site (see Exhibits). The site is located along an inactive portion of Roaring Creek Road on USFS land, about 8 miles northwest of the city of Entiat, WA. There is no infrastructure limiting the lateral extent of floodplain reconnection restoration opportunities between the valley walls within the project boundaries. There are no known recreational uses that limit the project goals. Beaver are not currently found with the project area, however there are signs of recent and historical beaver activity, and they are therefore expected to recolonize the project area in the not too distant future. The presence of wolves in the area is a relatively recent development and is being tracked by Washington Department of Fish & Wildlife (WDFW) with implications for floodplain reforestation and shading.

The land uses below the treatment area along Roaring Creek and on toward the Entiat River are primarily residential homes and orchard crops. Roaring Creek enters the Entiat River less than a mile below the US Fish & Wildlife Service (USFWS) Entiat National Fish Hatchery that produces juvenile chinook salmon for a harvest fishery.

Cascadia’s needs are outlined in the following Request for Qualifications (“RFQ”).

II. PROJECT DETAILS

Within the lower Entiat, few tributaries are available as either spawning or rearing habitat for Endangered Species Act (ESA) listed salmonids. Roaring Creek is one of three

significant, anadromous-accessible, perennial tributaries of the Entiat River. Roaring Creek enters the Entiat River at river mile 6.1. The current condition of habitat in Roaring Creek is poor in terms of streamflow (baseflow less than 1.0 cfs, peakflow as much as 20 cfs, variable), summer maximum water temperatures (16.7°C to 18.7°C, 35 days/yr typical), pools (1.1% of wetted area), and LWD (<10 pieces/mile) (USFS 1993 and 2002 stream surveys). There is a permanent Ecology gauge located downstream of the project site, station number 46B060. In 2018 Trout Unlimited removed surface irrigation diversions that additionally represented artificial fish passage barriers and instead provided irrigation water to nearby orchards through groundwater wells. The two removed irrigation diversions had an estimated combined total withdrawal of 1.4 cfs (formal protection) during the orchard irrigation period extending from April 1-October 30.

The degree of channel incision in the project area can be as great as 2 meters in elevation difference from the surrounding floodplain. The full extent of incision and floodplain characteristics are quantified in the green bathymetric LiDAR acquired in September of 2022. Thermal infrared data was consequently acquired in September of 2023. Within inset floodplain areas the more typical single thread planform does occasionally branch out into side channels and more complex flow paths (single thread is most common, however).

This project is intended to create a large and quantifiable increase in off channel habitat and inundated floodplain habitat. Very little of this type of off channel habitat exists on the mainstem river and even less exists in the lower portion of the Entiat River watershed where Roaring Creek is located. Increased shading to retain cold water temperatures is also a desired outcome of designing a wet floodplain habitat and the growth of a robust riparian corridor. The Entiat watershed has experienced severe wildfires in recent years and this leaves much of the lower watershed with little stream shading, a high degree of channel incision, increased probability of erosion, and slow riparian forest recovery.

The primary field data for Roaring Creek is a USFS led Level II survey in 2018 from the Roaring Creek confluence to Tamarack Creek (4.2 miles in length inclusive of project area).

The initial design goals/philosophy are:

1. Improve quantity, quality and complexity of rearing habitat, spawning, fry and incubation for ESA listed steelhead
2. Reconnect the floodplain, ensuring seasonal inundation, while maintaining perennial flows
3. Store groundwater, increase baseflows, and increase cold water input to the Entiat River
4. Ensure grade control exists at the downstream portion of the project area that is upstream of privately held land.
5. Sustain, if not improve, perennial flows

6. Increase wood loading of the stream and floodplain for habitat biocomplexity
7. Include alternative design options and possible combinations of treatment methods
8. Provide feasibility analysis and cost estimates for construction
9. Provide monitoring and adaptive management plan consistent with project design

Local community input for projects is solicited both through the USFS, co-sponsor and funder, and through the Entiat Watershed Planning Unit, a community-based watershed committee. The USFS has just completed its NEPA process for their Mad-Roaring-Mills Landscape Restoration Project of which the Roaring Floodplain Design is a component (<https://www.fs.usda.gov/detail/okawen/news-events/?cid=FSEPRD998027>).

III. TIME SCHEDULE

The timetable for selection is as follows:

Issue RFQ	Sept. 5, 2024
Deadline for Applicant Questions/Clarifications	Sept. 18, 2024
Deadline for Submittal of Responses to RFQ	Sept 20, 2024
Committee Review of Eligible RFQ	Sept 23-27, 2024
Interview of finalist(s)	Sept. 30 th - Oct 4th, 2024
Notify Applicant Selected	by Oct 7th, 2024

IV. INSTRUCTIONS TO APPLICANTS

A. All responses to this RFQ shall be emailed to:

marki@cascadiacd.org, Mark Ingman, Resource Specialist II

Please email your RFQ response to Mark Ingman (marki@cascadiacd.org) by the deadline with “Roaring Creek Full Floodplain Design” in the subject line. No faxed, telephone statements, or paper submissions will be accepted.

B. Any questions concerning the District’s specifications or RFQ process shall be directed to Mark Ingman, marki@cascadiacd.org, before 5:00 p.m. on September 16, 2024.

C. All RFQ responses must be received before 5:00 p.m. on September 18, 2024, at which time they will be opened for review and evaluation. Cascadia reserves the right to consider or reject responses received after this date.

D. RFQ responses should be prepared simply and economically, providing a straightforward, concise description of provider capabilities to satisfy the requirements of the request. Emphasis should be on completeness and clarity of content.

E. Mark Ingman or his representative will notify the selected Applicant by October 7th, 2024. Cascadia reserves the right to interview all, some, or none of the Applicants in order to make a final selection.

F. All RFQ responses must include the following information and will be scored accordingly:

Question #	<u>Selection Criteria</u>	<u>Total possible points</u>
1	A cover letter which includes the Applicant’s contact information, federal tax identification number, WA Unified Business Identifier (UBI) number, and a summary of the Applicant’s history and goals for the Roaring Creek project.	5
2	Applicant’s experience designing projects of similar type, scope and scale. Include in submittal final designs and specification package for up to two similar past projects.	30
3	Project team is identified and has qualifications in hydraulic modeling, engineering, sediment transport analysis, stability calculations, regulatory compliance, etc. sufficient to design a project of this scale and scope.	25
4	Reference responses from three clients that can speak to Applicant’s stream restoration project design consulting experience.	10
5	Reference responses from construction contractors that have worked directly with Applicant on past stream restoration projects.	10
6	Ability to meet project schedule	20

G. The application must be no more than 20 pages in total, of which 10 can be the 2 past project examples to be evaluated in Question 2 (above). Past project examples may include project summary/narrative, example plan/design, project photos, and/or other relevant design items. Suggested format is pdf and compressed file size for ensuring email delivery. Cascadia may refuse to evaluate an application greater than this total page length.

H. A selection committee made up of Cascadia staff will evaluate the submittal of each Applicant and develop a list of qualified Applicants. Qualified Applicants may be invited to interview as deemed necessary by the Committee. The Committee will select the highest-ranking Applicant based on the following evaluation criteria as provided in the table above (item F), and as summarized here below:

Experience and Qualifications – 55%

References, project schedule – 40%

Cover letter – 5%

V. TERMS AND CONDITIONS

A. Cascadia reserves the right to reject any or all responses, to waive any minor informalities or irregularities contained in any response, to accept any response deemed to be in its best interest, and to negotiate a contract price with the selected Applicant.

B. Cascadia reserves the right to request clarification of information submitted, and to request additional information from any Applicant.

C. Cascadia reserves the right to negotiate price and award a contract to the next most qualified Applicant, if the successful Applicant does not execute a contract within thirty (30) days after the selection of the Applicant.

D. Any response may be withdrawn up until the date and time set above for opening of the responses. Any response not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days to provide to Cascadia the services described in the attached specifications, or until one or more of the responses have been approved by Cascadia's Board of Supervisors, whichever occurs first.

E. The contract resulting from acceptance of a response by Cascadia shall be in a form supplied or approved by Cascadia and shall reflect the specifications in this RFQ. A copy of the contract is available for review. Cascadia reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFQ, and which is not approved by Cascadia's attorney.

F. Cascadia shall not be responsible for any costs incurred by the Applicant in preparing, submitting or presenting its response to the RFQ.

G. Execution of a Professional Services Agreement (PSA) is dependent on available funding, including any pending and potential future executed grant agreements with Ecology.

H. The resulting PSA will be for a term ending in December 2026. Cascadia may amend or extend the PSA beyond the initial three years to accommodate the terms and conditions of current or future state and federal grant awards within this three-year period, provided research conducted by Cascadia indicates that the prices the contractor proposes are reasonable.

I. Cascadia reserves the right to request that any Applicant clarify its response or supply any

additional material deemed necessary to assist in the evaluation of the proposal and may invite Applicant to an interview.

J. Modification of a response already received will be considered only if the request is received prior to the submittal deadline. All modifications must be made in writing, executed and submitted in the same form and manner as the original response.

K. Submission of a response will signify the Applicant's agreement that its response and the content thereof are valid for 90 days following the submission deadline unless otherwise agreed to in writing by both parties. The response will become part of the Contract that is negotiated between Cascadia and the successful Applicant.

L. An authorized representative must sign the response, with the Applicant's address, telephone, and e-mail information provided. Unsigned responses will not be considered.

M. Once submitted, responses are public record. Should Cascadia receive a request for any of the responses, the District will fulfill its obligations under the Public Records Act, RCW Chapter 42.56.

N. As a result of the selection of an Applicant to supply products and/or services to the District, the Applicant agrees to make no reference to Cascadia in any literature, promotional material, brochures, and sales presentation or like materials without the express written consent of Cascadia.

O. The Contractor shall be required to maintain insurance that is sufficient to protect the Contractor's business against all applicable risks. The Contractor will be required to provide copy of such insurance at time of contract. The Contractor will list the indemnified parties to be named as additional insured on the policy required under the Contract and shall cause its insurance to be primary to any insurance carried by the indemnified parties.

P. Cascadia is an equal opportunity employer and requires all Contractors to comply with policies and regulations concerning equal opportunity. The Contractor, in the performance of the Contract, agrees not to discriminate in its employment because of the employee's or applicant's race, color, religion or creed, national origin, ancestry, sex, pregnancy, marital status, sexual orientation or gender identity, gender, age, disability - sensory, mental or physical, the use of a trained guide or service animal by a person with a disability, honorably discharged veteran or military status, or other protected status.

Q. In addition to nondiscrimination compliance requirements listed in above section P, the Applicant awarded the Contract shall comply with federal, state, and local laws, statutes and ordinances relative to the execution of the work.

R. Any reports, studies, conclusions, and summaries prepared by the Applicant shall become the property of Cascadia.

S. If the value of an amendment or amendments, whether singly or cumulatively, exceeds 50 percent of the value of the original contract, the amendment must be filed with Cascadia's Board of Supervisors and made available for public inspection prior to the proposed starting date of services under the amendment.

T. Substantial changes in the scope of work specified in the contract or which are substantial additions to the scope of work specified in the formal solicitation document must be submitted to the District's Board of Supervisors for a determination as to whether the change warrants the work to be

awarded as a new contract. This is true even if the original contract did not require governing board approval.

VI. SCOPE OF SERVICES

The scope and contract will be to conduct an alternatives analysis and advance the preferred alternative to the permit ready design level. It is our intention to work with the same design firm for the entirety of the project. We anticipate that the level of restoration intensity and complexity of the selected alternative will determine the cost of the preferred alternative. The initial scope will cover two distinct phases:

Alternatives analysis: The project team (Cascadia Conservation District, project stakeholders, and selected design consultant) will develop a list of specific goals and objectives that habitat restoration actions will meet. This will guide the specific alternatives and be clearly linked to habitat limiting factors and priority life stages for steelhead, habitat restoration as follows for Roaring Creek reaches 03 and reach 04 (1 red = high priority, 3 yellow = medium priority, and missing data; source: UCSRB lead entity habitat prioritization 2023):

ReachName	Core Metric Life Stage HQ Percent	Flow-Summer Base Flow	Cover-Wood	Coarse Substrate	Off-Channel/Side- Channels
Roaring Creek Entiat 03	20%	1			
Roaring Creek Entiat 03	76%	1	3		3
Roaring Creek Entiat 03	30%	1	3		
Roaring Creek Entiat 03	100%				
Roaring Creek Entiat 03	60%	1		3	3
Roaring Creek Entiat 03	60%	1	3		3
Roaring Creek Entiat 03	60%		3		3
Roaring Creek Entiat 04	20%	1			
Roaring Creek Entiat 04	60%	1	1		3
Roaring Creek Entiat 04	30%	1	1		
Roaring Creek Entiat 04	100%				
Roaring Creek Entiat 04	73%	1		3	1
Roaring Creek Entiat 04	49%	1	1		3
Roaring Creek Entiat 04	52%		1		3

Reach delineations: <https://prioritization.ucsrb.org/>

Additional field reconnaissance and data will be collected, as needed. The design consultant will utilize information from the data review, field reconnaissance, existing conditions, and modeling to develop three (3) restoration alternatives.

The three alternatives will vary by cost, complexity, degree of response, and/or level of risk. The deliverable will consist of sketches for each alternative with proposed restoration elements and an annotated description of the intended results, and conceptual level engineer’s construction cost estimate for each restoration alternative. The contractor and Cascadia will present the design alternatives to the Upper Columbia Regional Technical Team for their review and feedback.

Conceptual designs (15%): The project design team will select a preferred alternative to advance to the conceptual design level. In addition to design drawings, an outline of the Basis of Design Report will be developed. The deliverable will be a conceptual design package that meets the requirements of Appendix D-1 in RCO Manual 18: Salmon Recovery Grants (<https://rco.wa.gov/wp-content/uploads/2019/10/SAL-AppD-DesignResDeliver.pdf>).

Additional scope and milestones are listed in Section VII.

VII. Project Schedule and Milestones

Task	Timeline
Attend project kickoff meeting with Cascadia Staff	Between Oct 14-Oct 25th
Site Assessment & Additional Data Collection	Fall 2024 – Spring 2025
Alternatives analysis	Winter 2024 -Spring 2025
Conceptual (15%) Design	Spring 2024 – July 2025
Preliminary (30%) Design	July 2025 – November 2025
Permit Set (~60%-80%)	November 2025 – August 2026
Construction	Summer 2026/2027

VIII. Meetings and Project Coordination

Contractor shall meet and/or coordinate with Cascadia and resource agency contacts as required during the course of the work. Contractor shall be responsible for all project management and coordination necessary to complete the Services and shall assign professional staff time to this aspect of the Services. Services under this Scope item shall include but not be limited to:

- Communications (written, verbal, and email)
- Meeting coordination, notes, action items and follow up actions, and attendance
- Establish goals and objectives of habitat restoration actions
- Progress review meeting upon each design milestone
- Regular invoicing as required by the funding agent and Cascadia

IX. Prepare Documents

The formal design documents listed in Section VII will be submitted to Cascadia, and in turn will be submitted to Ecology for review and approval.

X. Compensation

A. Upon selection of the Applicant based on the scoring (evaluation) criteria contained in this RFQ, Cascadia will then negotiate the terms of the contract with the selected Applicant. If Cascadia is unable to negotiate a satisfactory contract with the selected Applicant, negotiations with that Applicant will terminate and Cascadia may select another Applicant.

B. Payment by Cascadia for the services will only be made after the services have been performed and an itemized billing statement is submitted in the form specified by Cascadia and approved by its appropriate representative, which shall specifically set forth the services performed, the name of the person performing such services, and the hourly labor charge rate for such person. Payment shall be made not more frequently than monthly, within thirty (30) days after receipt and approval of such billing statement.

XI. PUBLICATION

This RFQ shall be published as follows:

Name of Publication: The Journal of Daily Commerce (online)

Date: September 5, 2024

XII. CONTRACT

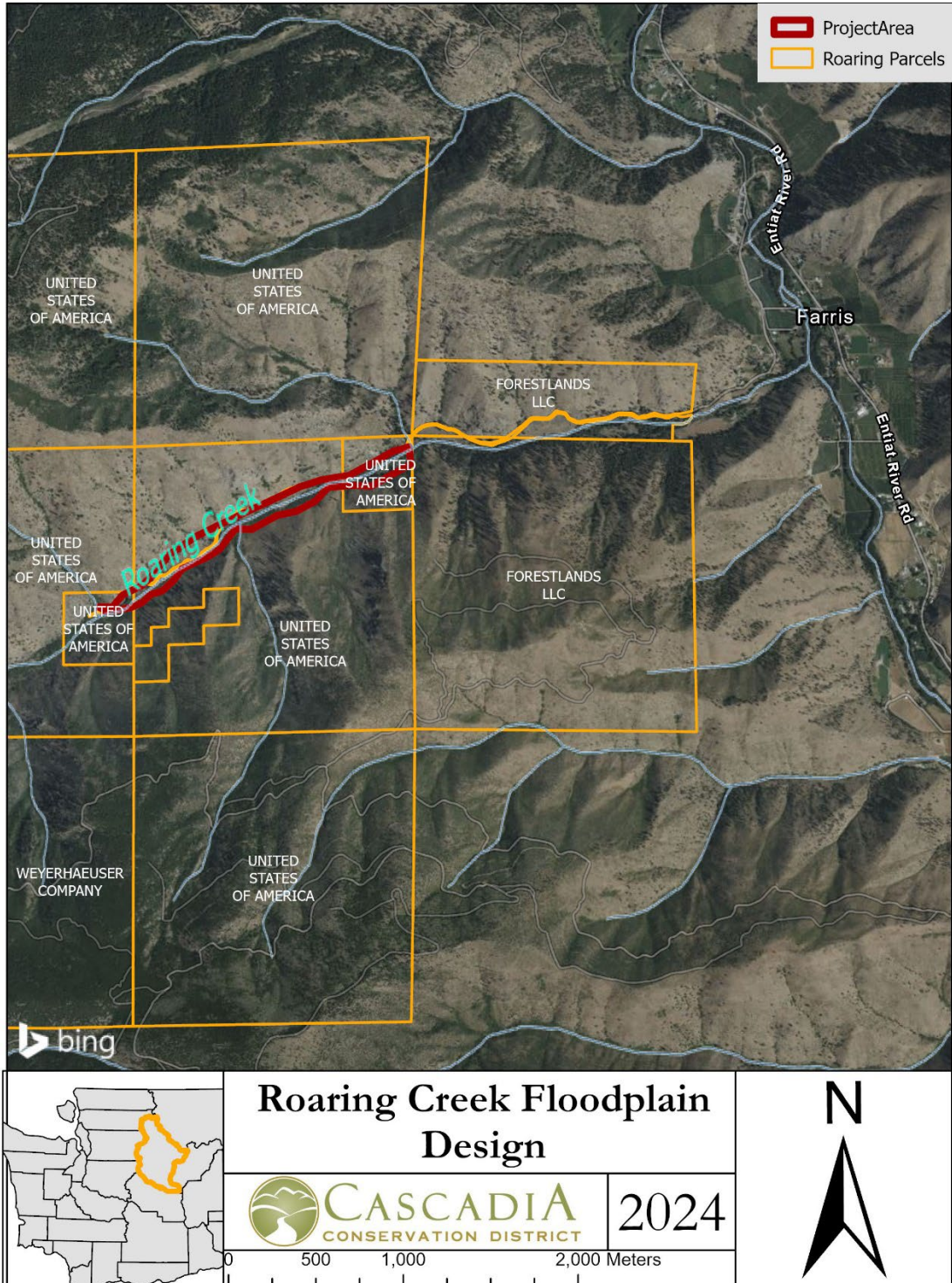
A. The Applicant, if any, selected by Cascadia, will be required to provide draft contract language including any requested general conditions and provisions within 5 working days of notification by Cascadia. The submittal must include an itemized budget. Cascadia will incorporate the submitted information into a draft contract for review and approval by both parties.

B. If Cascadia and the highest ranked Applicant are unable for any reason to negotiate a contract that is reasonable and fair in Cascadia's judgement, Cascadia will formally terminate negotiations in writing with that Applicant. Cascadia may then negotiate with the Applicant that submitted next highest scored application. The negotiation process may continue in this manner

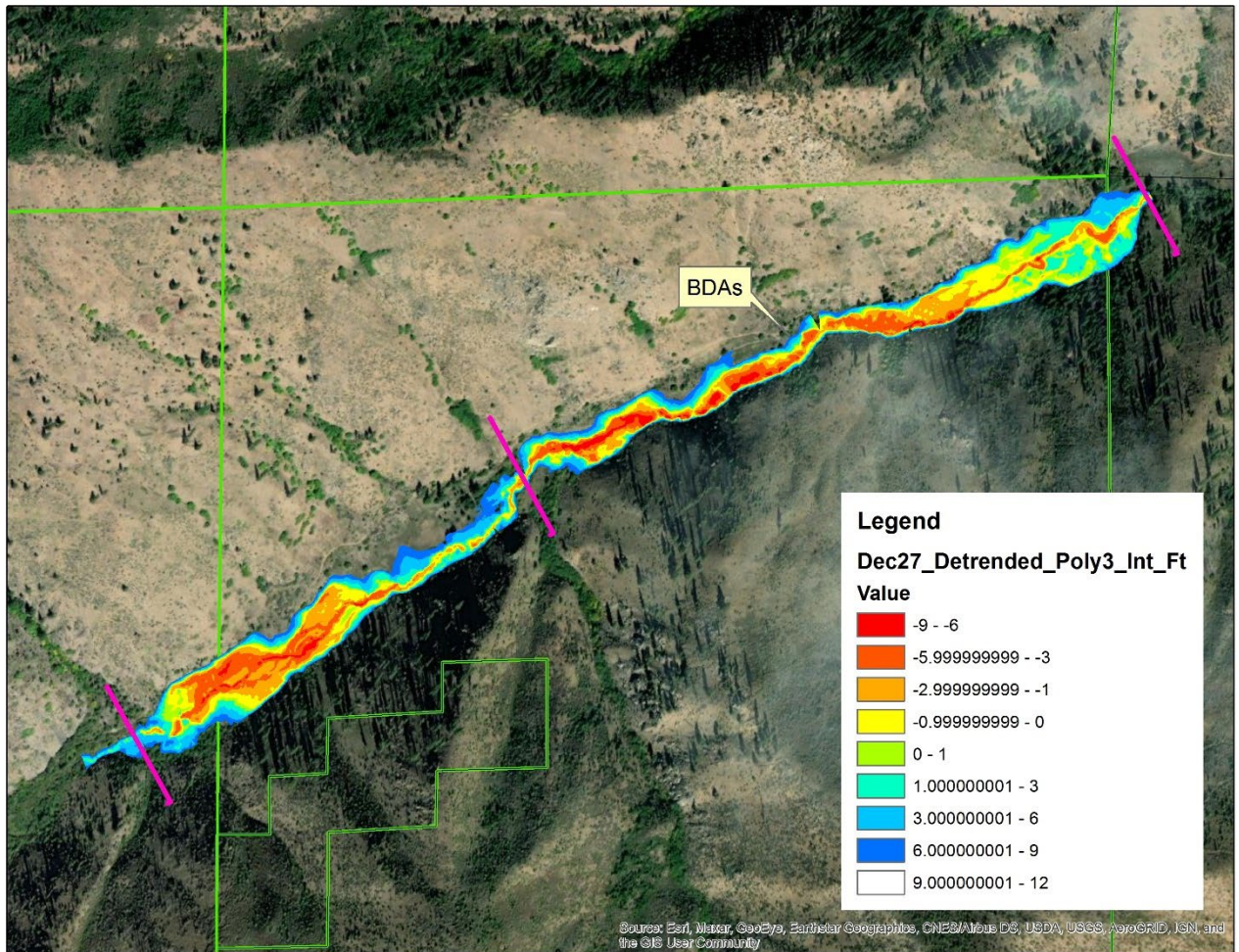
through successive Applicants until an agreement is reached or Cascadia terminates the contracting process.

C. Cascadia reserves the right to enter into negotiations with the Contractor to modify the contract to include additional scope of work items contained in or related to the contents of this RFQ.

XIII. EXHIBITS



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GGLREM image of the full floodplain design project area



Roaring Creek in November 2021 - Incision of over 2 meters is common within the project area

Data Access

- LiDAR of project site: <https://lidarportal.dnr.wa.gov/>
- UCSRB Data Portal (lead entity), <https://www.ucsrb.org/science-resources/data-portal/>
- UCSRB (lead entity) salmonid limiting habitat factors (request via email RFQ contact person)
- 2018 USFS Level II Survey Data (request via email RFQ contact person)
- USFS 1990-2007 Steelhead redd survey data (request via email RFQ contact person)
- Thermal infrared data acquired September 2023 (available from Cascadia)

<< END OF RFQ >>